

## *St. Monica Scrip Program FAQ's*

St. Monica Catholic School offers the Scrip Card fundraising program to all school families, parishioners and school supporters. As a school, we are able to buy gift cards (referred to as Scrip) at a discount and resell them at face value, thereby raising funds for St. Monica Catholic School. The idea of the Scrip program is to encourage families to purchase and use gift cards for things they would normally buy.

For example, the school will buy \$100 of Starbucks cards for \$93. The St. Monica Scrip program sells them at face value and the school earns \$7 for each \$100 sold. Hundreds of retailers participate, so it is possible for every family to easily have a hand in raising funds for our children's education, without buying or spending any "more" than they would spend in their everyday lives. St. Monica Catholic School encourages a change in "how" you purchase, not "what" you purchase.

Our 2019-2020 Scrip program is supporting our AMAZING teachers wish-lists and teacher enrichments.

### ***How do I get started?***

If you are new to the St. Monica Family, or have never made a purchase before, just go online to [shopwithscrip.com](http://shopwithscrip.com) to set up your account. The school enrollment code can be requested at [scrip@stmonicasea.org](mailto:scrip@stmonicasea.org). Set up only takes a few minutes and you're ready to make your first purchase. *\*If you think you already have an account but can't remember just email us at [scrip@stmonicasea.org](mailto:scrip@stmonicasea.org) and we can look up your user name to get you started.*

### ***How do I place an order?***

1. Online (preferred method)- Sign into your account at [shopwithscrip.com](http://shopwithscrip.com), from there you can take advantage of the over 750 stores available. Cards can be ordered as Physical cards, Reload cards or ScripNow cards.
2. Standing Order- Use the "Standing Order" form found on the school website under SCRIP.
3. Drop off Order- Use the "Scrip Order" Form found on the school website under SCRIP.
4. In Person-
  - Order forms may be dropped off and paid for during normal School Office hours.
  - Thursday Scrip Sales Day, every Thursday from 8:00-9:00 in the large conference room past the Main School Office.
  - We will continue to carry a limited amount of inventory on hand for our local vendors. You may purchase these every day during normal School Office hours.

## ***How do I pay for my order?***

### *Online Orders:*

You can pay for your order a few different ways. You can pay with your Scrip Presto Pay account, linked to your checking account (with a \$0.15 transaction fee). You can pay by doing a 1-time link to your checking account (\$0.15 transaction fee). You may also choose pay by check, you will need to print your invoice and drop off your check (or credit card) in the School Office or during Thursday Scrip Sales hours.

### *Standing Order:*

You may pay with a check or credit card. Attach a postdated check to your Standing Order form or complete the Credit/Debit Payment Agreement form.

### *Drop Off Order:*

You may pay with a check, cash or credit/debit card.

### *In Person:*

You may pay with a check, cash or credit/debit card.

### *Credit Cards:*

*All Credit/Debit card transactions will incur a 3% fee of your order subtotal.*

For your convenience we are offering a Credit/Debit Card Payment Agreement form. You may complete this form and drop it off in the School Office or during Thursday Scrip Sales. Your form will be securely kept on file for Scrip usage only, during the school year.

## ***When will I get my order?***

Our order schedule follows a Thursday to Thursday turn around.

Orders received by 9:00AM on Thursday mornings will be delivered the following Thursday morning.

1. Send home with my child - Your order be sent home with your child. If you do not designate the child you would prefer the order be sent home with we will send the order home with your youngest child. Check your child's backpack on Thursdays!
2. School Office - You can pick it up from the School Office during normal school hours. Orders with office pickup will be available by 8:15 AM on Thursday morning.

If no selection is made, we will hold your order in the School Office, where you may pick it up.

**\*\*All orders over \$1,000 will be held in the School Office for pickup**

## **What does that mean?**

### *ScripNow-*

You have immediate access to the hundreds of retailers available on *shopwithscrip.com*. You can place an order choose ScripNow for the retailer and within minutes you will be able to access your card to print at home or pull up online at *myscripwallet.com*. ScripNow is available to utilize year-round.

### *Reload-*

If you have purchased a physical card with our Scrip program, hundreds of retailers are available to reload your card from home. Reload is available to utilize year-round.

### *Physical cards-*

You may order physical gift cards online at *shopwithscrip.com*. We also carry a limited stock on hand of our local vendors. Physical cards are only offered during the school year.

### *Presto Pay-*

Only available thru *shopwithscrip.com* or *myscripwallet.com*. In just a few minutes time you link your checking account to your Scrip account. You now have instant access to all ordering options 24/7.

### *MyScripWallet.com-*

A Scrip website to place your orders that is optimized to use on your phone. Your Scrip user name, password, and Presto Pay PIN are the same as on *shopwithscrip.com*. From MyScripWallet you can purchase physical gift cards, reload a gift card, or order a ScripNow gift card.

## **Other Questions:**

*Do I have to set up an account online, I only want to make purchases in person?*

Yes, you need to set up an online account. It allows us to track purchases, keep stock on-hand inventory and a few other things.

*Why can't I find the enrollment code on School Speak or the St. Monica Website?*

We take security very seriously to protect everyone's accounts. Because of this we do not keep the school Scrip enrollment code online. We also change the enrollment code a few times a year.

### *I can't find my order?*

If you chose 'send home with my child' then check your child's backpack and all paperwork that got sent home recently. We know some kiddos backpacks are scary/sticky to go thru and some kiddos are pack rats but we promise your order was sent home. Our teachers are amazing at making sure Scrip orders get put into backpacks.

If you chose 'pick up in the office' then walk in to the school office and ask for your Scrip order.

If your order was 'over \$1000' it will be in the school office you will need to pick it up.

### *Can I make purchases over school breaks or during the Summer?*

Of course!

With your Scrip account you may utilize Presto Pay, or do a one-time check entry to place your order. During school breaks or over the Summer we recommend ScripNow cards. These are the print at home version of gift cards.

Physical cards can be ordered during school breaks, during the school calendar year (i.e. Winter break, Spring Break) but will not be delivered to you until school resumes.

We also recommend MyScripWallet for your Summer shopping.

### *Where does my Scrip money go if I participate?*

For the 2019-2020 School year the Scrip program is supporting our teacher wish-lists and teacher enrichment.

### *Why can't I pay with my Credit/Debit card on the Scrip website?*

Great Lakes, the amazing team that runs Scrip for all schools, has chosen not to allow Credit/Debit cards as a payment option on their website. They prefer to offer higher % rebates to schools instead of passing on the Credit/Debit card fees that would need to be incurred.

A great option if you prefer to pay with your Credit/Debit card is to utilize our St. Monica Credit/Debit Payment Agreement Form. You may complete and drop off your form in the office or during Thursday Scrip Sales. Your form will be securely kept on file for Scrip usage only, during the school year.

### *How can I get my order faster, Thursday to Thursday is too long?*

We suggest making sure you have Presto Pay set up on [shopwithscrip.com](http://shopwithscrip.com). Presto Pay is the fastest way to get your order processed because you do not have to drop-off a check or credit card for your payment.

### *I have another question that wasn't answered?*

Please email the Scrip team at [scrip@stmonicasea.org](mailto:scrip@stmonicasea.org) anytime. We try to check email a few times a week and get back to you asap.