

Pacific School PTA
SCRIP 2010-11

**SCRIP PROGRAM
GENERAL POLICIES AND PROCEDURES**

By participating in the Pacific School PTA SCRIP Program, it is understood the Participant has read, and agrees to, all the terms and conditions as set forth hereto in the General Policies and Procedures.

This SCRIP Program is being offered to generate SCRIP earnings, which will provide a means of fundraising for Pacific School PTA. Pacific School PTA will receive a percentage of every dollar spent at **no extra cost to participants**. SCRIP Program earnings are generated from the participating vendors who have agreed to return a percentage of the dollar amount of each card purchased back to the SCRIP Program.

1. **The weekly SCRIP order deadline is each Friday by 3pm.** Any order and/or payment received after this time will be processed with the following week's order. Orders are to be submitted via the on-line site at **www.shopwithscrip.com** or by submitting a completed paper order form and payment to the SCRIP Committee. Any changes to this deadline will be announced at **www.schopwithscrip.com** or on the school website at **www.pacificschool.com**.
2. Completed SCRIP orders will be available for pick-up outside of the school office on **Tuesdays & Fridays from 8-9am and 2-3pm**. In case of foul weather, the Scrip Table will be in the Copy Room. This pick-up schedule is subject to change and may vary due to school holidays - any changes to this schedule will be announced at **www.schopwithscrip.com** or on the school website at **www.pacificschool.com**. All orders need to be checked **immediately before you leave school grounds**. Once an order is removed from school campus the participant is precluded from claiming the order is incorrect in any way. Check **www.schopwithscrip.com** or **www.pacificschool.com** often for updated order and pick-up schedules due to holiday schedules.
3. Pacific PTA's SCRIP Program ordering process is streamlined and available on-line for ease and efficiency at **www.shopwithscrip.com**. Participants shall choose from the following payment options:
 - (1) PRESTOPAY, a direct debit from your checking account, a service provided by **www.shopwithscrip.com**
 - (2) Personal check (made payable to Pacific PTA) delivered to the school office. Checks written for insufficient funds will incur a fee of \$40.00 paid to Pacific PTA before the next Scrip order will be processed.
 - (3) Credit card for purchases of \$500 or more. If choosing to pay by credit card, an authorization form must be completed and submitted to the SCRIP Committee.
 - (4) Cash (contact Donnelle Weaver to make arrangements for cash delivery)
4. Payments for SCRIP orders are NOT TAX DEDUCTIBLE as participants are receiving dollar-for-dollar value. Thus, payments to the SCRIP program are not to be considered, in any way, donations. SCRIP orders are non-returnable once filled and receipt is acknowledged.
5. Changes in policies and procedures may occur. Continuation of the SCRIP Program is at the discretion of the Pacific School PTA and is contingent upon having the necessary amount of volunteers and participants. SCRIP cards are the same as cash. All Participants acceptance of an order, hereby agree to release Pacific School, Pacific School PTA and its board members, SCRIP Program administrators and their respective volunteers, agents and assigns from any and all liability or claim for any lost, stolen, or destroyed SCRIP cards and from any claims, demands, causes of action, damages and any liability of any kind which may arise from or in any way be related to the Scrip Program. This agreement is binding upon the parties hereto and their successors and assigns.