

# **Welcome to FBCA's Scrip FUNdraising Web Page. FBCA makes it EASY to raise money for our school.**

Currently, there are two different ways to earn much needed funds without any cost to you when you shop at the grocery stores and retail shops and getting gas for your cars.

- 1) **Scrip Program** at FBCA.
- 2) **eScrip at Schnucks** Visit the customer service counter at Schnucks and request eScrip Community Card. Activate this card by calling 1-800-931-6258 or visit [www.escrip.com/schnucks.jsp](http://www.escrip.com/schnucks.jsp). Present your card to the cashier every time you shop at Schnucks and a percentage of your sales will help raise funds for FBCA.

## **NATURE OF OUR SCRIP PROGRAM:**

First Baptist Christian Academy Scrip program is an ongoing fundraising program. This fundraiser involves the purchase of gift cards from The Great Lakes Scrip Center. This organization purchases gift cards in large quantities at a discount from the major food and retail chains. As a school organization, we are able to buy these gift cards at a discount but in smaller quantities to sell at face value, thereby raising funds for our school. The "profit" ranges from 2-20% of the gift card value.

## **PURPOSE:**

The Scrip Program provides funds for FBCA. The profit earned on the purchase of these gift cards are put into the FBCA Scrip PTC account and used at FBCA to buy smart boards and other needs for our children's classroom.

## **COORDINATOR:**

Any questions regarding FBCA Scrip program, please call Dianne Faintich at 314-913-1330.

## **PARTICIPANTS:**

1. All FBCA families (and their relatives and friends) are encouraged to participate in this unique fundraiser.

## **ORDER DATES:**

The Scrip program will have certain order dates as listed below. The Scrip fiscal year will run from August 27, 2009 through April 17, 2010. All these order dates will be on Fridays (except for meet your teacher day order date August 13<sup>th</sup>) with gift card orders returned to you Wednesday of the following week. There may be some changing of these dates as the school year progresses, but FBCA families will be notified. Orders will not be accepted, processed, or delivered if the school is closed due to inclement weather.

## **MEET YOUR TEACHER DAY WILL BE THE FIRST ORDER DATE OF THIS SCHOOL YEAR - THURSDAY, AUGUST 13, 2009.**

Friday, August 28 by 9:15 am

Friday, September 11, 25 by 9:15 am

Friday, October 2, 9, 23 by 9:15 am  
Friday, November 6, 13, 20 by 9:15 am  
Friday, December 4, 11, 18 by 9:15 am  
Friday, January 8, 15, 22, 29 by 9:15 am  
Friday, February 5, 12, 19, 26 by 9:15 am  
Friday, March 5, 26 by 9:15 am  
Friday, April 9, 16 by 9:15 am

## **SCRIP ORDERING INSTRUCTIONS:**

**Order Forms:** Can pick up in the Elementary Office and Early Education Office and will come home with filled orders. This form can also be accessed on FBCA website and printed out at home.

## **ORDERING:**

To begin, completely fill out the top portion of the order form; this includes the waiver of responsibility portion if you are letting your child bring you the gift cards home. Next, go shopping on your order form by filling out the form. Total your front and backsides of the form and turn this order form and your check made out to FBCA/PTC to FBCA elementary office or if you attend preschool the Early Education office. The form can also be put into your child's backpack and turned into the teacher. Scrip order forms received in the school offices prior to 9a.m. on the order date will be processed and ready for pickup or to be sent home with your child on Wednesday of the following week. Orders received after 9:15 a.m. will be held for processing for the following order date.

## **Scrip Agreement:**

A scrip agreement form must be filled out and on file with the scrip coordinator. The form must include your percentages allocated between 1) charitable donation to the school, 2) cash rebate back to you (subject to administration fees of 15%) This option will be paid out May 2010, 3) credited to the following tuition account (to be paid out for May 2010 tuition payment. If you have paid your tuition all at the beginning of the year, the tuition reimbursement will be paid out August 2010.) This is also subject to a 15% administration fee if you choose more than 50% to be paid as tuition reimbursement. The allocated percentages must add up to 100%.

## **PAYMENT:**

Scrip orders must be accompanied by a check payable for the exact amount to FBCA/PTC. Checks returned "NSF" would be charged \$20 fee. After two "NSF" checks are tendered on your account, your Scrip ordering privileges will be limited to money order only. FBCA cannot accept credit card payments for Scrip.

## **DISCLAIMER:**

The Scrip gift cards are normal retailer gift cards and should be treated the same as cash. FBCA will not be responsible for gift cards that are lost, stolen, or misplaced while in your possession. Scrip gift cards are purchased on your behalf, and are not returnable unless somehow defective.

## **ORDER PICK-UP:**

Elementary parents must indicate at the top of the order form the method by which they would like to receive their gift cards. The gift cards can either be: (1) sent home in their child's backpack, or (2) be

picked up in the Elementary school office or Early Education office. If parents choose to have the gift cards released with their child, they must sign the order form as a waiver of responsibility stating that they will not hold FBCA responsible for any lost or misplaced gift cards delivered in this manner.

When you receive your gift card order, please open your envelope and verify its accuracy. In the event you should find a discrepancy in your order, please contact the FBCA Scrip Coordinator within 3 days.

**TAX DEDUCTABILITY:**

The amount of the rebate that you choose to give to the school will be a charitable donation. You will receive a charitable donation form from FBCA in January 2010. This form will be for your tax purposes.

The scrip program is run solely by volunteers as a fundraiser for FBCA PTC. If at anytime the scrip program is not operating as a fundraiser than FBCA's scrip program has the right to terminate at any time during the 2009-2010 school year.

***THANK YOU FOR YOUR PARTICIPATION IN THE FBCA SCRIP PROGRAM!!***