

SCRIP NEWS

25 August 2010

Scrip Policy for 2010-2011

St. Dunstan Catholic School Scrip Program is the school's primary fund raiser activity. All families are required to participate in this program. Families must purchase a total of \$4,000.00 in Scrip over the course of the school year or pay a one-time fee of \$275.00 in lieu of purchasing Scrip. If you choose to pay the \$275.00 fee, the payment is **due on or before Friday, September 3, 2010.**

If you choose to participate in the Scrip Program but fall short of the \$4,000.00 minimum purchase amount, you will be assessed a fee equal to 10% of your ***unpurchased*** Scrip balance. For example, if you purchase only \$2,500.00 in Scrip during the school year, your ***unpurchased*** Scrip balance would be \$1,500.00. Your fee would be 10% of \$1,500.00 or \$150.00.

There are **ONLY** three options on how to fulfill your Scrip requirement:

- Pay the buyout amount of \$275.00 on or before Friday, September 3, 2010.
- Purchase paper scrip.
- Purchase paper scrip and if you have an ***unpurchased*** balance by May 16, 2011, you will pay 10% of the ***unpurchased*** balance.

Merchants giving 3% or less in discount will still be sold but only 50% credit will be given. For example: If you bought \$1000 worth of Arco, you will only get a \$500 credit.

Scrip requirement must be completed by May 16, 2011.

FOR NEW FAMILIES THIS SCHOOL YEAR:

- Scrip is sold by Order form (turn in your order form with payment on Thursday morning by 9:00 a.m. and pick up or delivery is on Friday – read your Scrip Handout available in the school website) **AND** also available for sale on Fridays at the Parish Center from 8:00 a.m. to 8:30 a.m.
- Updated Scrip Order forms will be available in the Wednesday Communication.

- Should you have any question regarding the program, our Scrip Coordinator will be available during the Friday Scrip sale at the Parish Center on Friday, August 27^h.
- If you have any question regarding the program and you are unable to meet with our Scrip Coordinator at the Parish Center, e-mail her at st_dunstan_scrip@yahoo.com

FOR ALL FAMILIES:

- Make sure you ***COMPLETELY*** fill out your order form.
- Staple or tape your check to your order form.
- If you want another person to claim your order, make sure you sign the authorization. We will return your order form for signature if you designate another person to pick up your order and you did not sign the authorization.
- When you fill out your order form, put the dollar amount of your order to the ***right side*** of the merchant store, not on the left. Also check the denomination before you jot down the dollar amount of your order.
- Scrip orders should be returned to school by Thursday no later than 8:30 a.m. Any scrip order received after 8:30 a.m. will be processed the following Thursday. All scrip orders received and processed on Thursday will be available for pick-up or distribution on Friday.
- Plan your Scrip orders very well. If you need scrip for a special reason, do not assume that we always have it on stock. Furthermore, our source may not have the stock either. So order scrip way in advance of date of requirement.
- Saint Dunstan sells scrip as a fundraiser and its main clientele is our small community. For this reason, we **DO NOT** accept returns or exchanges.
- All Special Orders **REQUIRE** a separate check

The Scrip Office is open **ONLY** on Thursday (to process orders) and Friday (for pick up only) from 8:00 a.m. to 2:30 p.m.

We sell Scrip at the Parish Center every Friday during the school year from 8:00 am to 8:30 am.