

Starting Your SCRIP PROGRAM

LIMITED

You're only a few steps from starting your scrip program and redefining fundraising for your organization.

The Limited program you've selected does not include online ordering for families, or electronically delivered products like eCards and reloads. You can change your program to add these features at any time.

1. Define Your Ordering Schedule

- Pick set days to place orders and deliver scrip, so families have a clear deadline and can plan their budget. Organization orders placed by 3:00 p.m. Eastern time Monday - Friday are guaranteed to leave our offices the next business day, and we offer three different shipping methods through FedEx. Plan your schedule so families know when their scrip will be available to pick up. The more reliable your schedule is, the more families will be able to use scrip for all their shopping! Please note: your first organization order will take an additional 3 – 5 business days to process.
- For example, tell your families they need to have their order forms and checks turned in by Friday at 3:00 p.m., and plan to place your organization order every Monday morning. This way, you can have family scrip orders ready for them to pick up every Wednesday!

2. Finalize Rebate Sharing Options

- Unlike many traditional fundraisers, scrip offers your organization the option to share rebate credit with families. If you choose, you can award families a percentage of their scrip earnings toward tuition, organization fees, etc. ShopWithScrip helps you manage shared rebates, and you can see exactly how much each family earns during any given period.

3. Recruit Volunteers

- Find helpers to work in your scrip store, distribute orders, or promote your scrip program at events.

4. Spread the Word

- Put information about your program where you know people will see it. Use your organization's website or newsletter to promote your program. If your church or school has a bulletin board, post something there.
- Set up a booth for your program at events to reach new families.
- Print off Promotional Tools to teach your organization about scrip.

5. Create Paper Order Forms

- Create paper order forms your families can use to place their scrip order. You can automatically create these on ShopWithScrip.com, and even add local products. Just click on the Family Order Form link from your Dashboard.

6. Place Your First Organization Order

- Login to your ShopWithScrip.com account and go to your Dashboard.
- Click Enter Orders to place proxy orders for families or bulk orders for your organization.
- Once you've placed all your orders, visit the Order Queue to create and place a purchase order.
- You can also place your order over the phone by calling 1.800.727.4715 option 2.