

# Annunciation Catholic Academy

## SCRIP ENROLLMENT FORM

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

DAY PHONE \_\_\_\_\_ EVENING PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

### PROGRAM GUIDELINES

1. All participants must register online at [www.shopwithscrip.com](http://www.shopwithscrip.com). Simply review and complete the SCRIP Enrollment Form, email [ACASCRIPS@gmail.com](mailto:ACASCRIPS@gmail.com) for the *required* Enrollment Code and then register online at [www.shopwithscrip.com](http://www.shopwithscrip.com)
2. All order forms must be filled out completely, submitted by Friday at 8:00 a.m. and include payment. All orders, whether online or in person, are pre-paid at the time the order is submitted.
3. Acceptable forms of payment for SCRIP include: **cash, check, or PrestoPay**. Checks should be made out to ACA Scrip. If your check is returned due to non-sufficient funds (NSF), you will be assessed a fee.
4. SCRIP is non-refundable and all orders are subject to availability. Large orders may require advance notice.
5. Merchant availability and rebate percentages can change at any time without notice.
6. It is your responsibility to verify your order. If there is a discrepancy, please notify the SCRIP Office within one day.
7. ACA will not be held responsible for lost, stolen or misplaced SCRIP certificates or gift cards.
8. **A WAIVER OF RESPONSIBILITY** form must be signed before gift cards will be released to anyone other than stated on this form.
9. **ORDERS MUST BE RECEIVED** by the SCRIP Office or online each week on Friday by 8:00 a.m. unless Scrip Calendar indicates otherwise. Orders must be received in the SCRIP office on Friday morning or left in the SCRIP box in the front office before Friday **and** be accompanied by payment. Acceptable forms of payment include: cash, check or Presto Pay.
10. **ORDERS will not be processed until payment is received.**
11. **ORDERS CAN BE PICKED UP** at the SCRIP Office on Friday from 7:45 a.m. to 8:15 a.m. Please consult the SCRIP Calendar for any changes to the ordering and pick up dates as the schedule will be altered for school holidays and days off.
12. SCRIP Tuition Credit accumulates each year beginning **June 1<sup>st</sup> through May 31<sup>st</sup>**.
13. Tuition Credit is applied to your first (July) tuition payment and is carried over to subsequent months, if necessary.
14. Tuition Credit holds no cash value. If you do not return to ACA the following year, your credit will go to the ACA Scholarship Fund. Families with 8<sup>th</sup> graders, and no younger siblings, who are eligible for a credit will receive it on the final June tuition.

I understand that 10% of the profits generated from my orders will be credited to ACA for shipping, processing, and printing. 90% will be allocated as follows: (choose ONE of the following)

\_\_\_\_\_ ACA Scholarship Fund                      \_\_\_\_\_ My ACA Tuition Account  
\_\_\_\_\_ Tuition Credit to another family (Family name: \_\_\_\_\_)

Are you a family with an 8<sup>th</sup> grader and NO younger sibling(s)?    \_\_\_\_\_ YES                      \_\_\_\_\_ NO

Which is your ACA tuition plan?    \_\_\_\_\_ 10 Months                      \_\_\_\_\_ 12 Months

**I have read, understand and agree to abide by the guidelines listed above.**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# Annunciation Catholic Academy

## WAIVER OF RELEASE

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

I authorize the Annunciation Catholic Academy SCRIP Office to release my SCRIP Order to the individuals listed below. I will not hold Annunciation Catholic Academy or Annunciation Catholic Church accountable for any lost, stolen or damaged SCRIP certificates or gift cards once the order has left SCRIP office.

Authorized individuals to Receive my SCRIP Order:

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

I understand that the SCRIP Office will not release SCRIP certificates or gift cards to a student or child.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_