



St. Stephen's Lutheran
School

Scrip Program Agreement

St. Stephen's Lutheran School (referred to herein as "we", us, and "our") sponsors a scrip program which allows participants to purchase scrip gift cards. The scrip purchased through our program rebates from the participating retailers. These rebates can be used as a credit to tuition account, cash back to you, and/or a gift to the school.

Rebates earned can be used in the following ways:

- 50% credited toward a current or future St. Stephen's, Lakeside Lutheran, or Luther Prep High School student. The student must be a child, step-child, grandchild, niece, nephew, or friend of the purchaser. (not tax-deductible)
- 50% as a charitable contribution for the St. Stephen's Assistance Fund. (potentially tax-deductible)
- 50% as a charitable contribution to support the ministry of St. Stephen's Lutheran School (potentially tax-deductible)

AND

50% to St. Stephen's Lutheran School to cover the administrative costs of the Scrip program with the remainder going to further support the ministry of St. Stephen's Lutheran School.

Purchasers Name: _____

Address: _____

Email (**Required for sign up**): _____

Current or future students names on the account: _____

Please sign and date below to indicate your acknowledgement of this agreement.

I have read and understand the policies and guidelines listed and I agree to abide by these policies.

Signature

Date

For office: Acknowledged and code sent _____

(over)

Rebate Distribution: The Scrip program year runs from June 1 to May 31. Each June, statements will be distributed that includes the amount of rebates earned. This amount will be applied to the next school years tuition fees. Fees that are not eligible for applied rebate include (but are not limited to) school lunch program, band fees, piano fees, field trip fees, confirmation gowns, Raiderwear, etc.

If donating rebate to St. Stephen's Lutheran school, a acknowledgement will be given under sections 170 (f)(8) and 170(f)(17) of the Internal Revenue Code. Please consult tax advisor as to the deductibility of this charitable contribution.

Any unused rebate will be forfeited and automatically deposited into the St. Stephen's school account if the family no longer attends St. Stephen's School or Church.

Account Information: Account information is available 24/7 through your family account on the RaiseRight app or on the RaiseRight.com website. Families are encouraged to become familiar with online ordering and ordering on the app.

A family scrip account will become "inactive" if there is no scrip purchases made for a period of 12 months. If account remains "inactive", for 36 months, the account balance will be transferred into the St. Stephen's School account and no longer eligible for family use.

In the event of death or divorce, the financial credit designation decision may be ordered by the appropriate court. Scrip accounts do not earn interest.

Purchasing Process: Scrip purchases **must** be paid for before order is placed by the scrip coordinator. Checks are accepted (payable to St. Stephen's) and should be dropped off at the office before order submission date. Submission date will be communicated to all families via email.

Scrip gift cards should be treated as cash and handled accordingly. St. Stephen's Lutheran School will not be held responsible for cards that are lost, stolen, or misplaced after pickup.

If your check is returned due to non-sufficient funds (NSF), you will be charged a \$30 fee. Presto pay will be used for further purchases after 2nd NSF charge.

Program Notes: This agreement takes the place of any previous St. Stephen's scrip agreements. This agreement can be terminated by either party upon written notice to the other party.

Parties agree to indemnify St. Stephen's against any loss incurred in connection with NSF or ACH transfer issues. St. Stephen's does not provide warranties of any kind in respect to scrip program.

Thank you for your support!

Any questions, please do not hesitate to reach out to Jessica Roll at scrip@saintstephen.org