

## Scrip Standing Order Form

2017-18 School Year

The Scrip Standing Order program allows you to place your Scrip order once and we will repeat it for you each order period. Most months there are 2 order dates, but this may vary. As we place each order, we will deduct from your checking account a fixed dollar amount for your Scrip Standing Order. No more forgetting to place an order! And, standing orders can better manage your budget while building tuition credits for the 2018-19 school year. Your family will receive 75% of the profit generated from your standing orders. Standing orders are processed and delivered according to the St. Vincent de Paul Scrip Calendar.

**To participate, please complete and return this form along with a voided check. Include a check or cash for your first standing order. After that, the process will be automatic.**

Voided check # \_\_\_\_\_ and 1<sup>st</sup> order check # \_\_\_\_\_

~OR~

Use checking account already on file with the office- Last four numbers of account \_\_\_\_\_

Standing Scrip order will go home with \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Standing Orders will be processed along with the regular Scrip orders. If you would like to place an order in addition to your standing order, you simply submit a separate order with payment as online or via check. If you have questions, please email [scrip@saintvdp.org](mailto:scrip@saintvdp.org)

Name (please print) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Standing order Amount (see back) \_\_\_\_\_



\$ \_\_\_\_\_ total dollar amount will be deducted from my checking account EACH scrip order period.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please note:

Standing orders will be processed on dates indicated on the school calendar. Checking account withdrawals will be made the same day your order is processed. Please be sure your checking account is adequately funded on processing dates. Any cost incurred handling NSF accounts will be charged back to the customer.

If you wish to cancel or change your Scrip standing order, please give us a week's notice. Please email your change or cancellation to [scrip@saintvdp.org](mailto:scrip@saintvdp.org) and we will get back to you.

St Vincent's will not buy back Scrip gift cards. Scrip is not tax deductible. Tuition credits generated by standing orders will be applied to the following school year's tuition. The earnings calendar is July 1 through June 30, and credits are applied to smart tuition in August. Families with their last student in eighth grade will have their Scrip credits applied to their lunch account in the month of April.

