

## Our Lady of the Presentation PTO Standing SCRIP Order Form

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

To make purchasing scrip more convenient, OLP PTO is accepting Standing Orders for SCRIP that you use regularly. For example, if you know that you spend \$100 at HyVee every week, you can place a standing order. This is how it works:

- You decide how frequently you want the SCRIP delivered to you; *every week or every other week (first and third week of the month)*.
- You decide how much scrip you want delivered to you.
- You determine how you would to receive your scrip; with your child or you pick-up.
- You send in your check or cash prior to each delivery date or pay at the time of pick-up.
- If you forget to send in your check or pick-up your scrip, you will get a reminder notice.

Instructions: Standing orders may be placed for any vendor. Please write in the vendor, quantity and dollar amount you would like. You can still order scrip on an as needed basis using the regular SCRIP form. Make checks payable to OLP PTO.

If at any time you would like to cancel or change your standing order, please call Cheryl Melton at 816-522-5507 or [ca1907@sbcglobal.net](mailto:ca1907@sbcglobal.net). Questions? Call Cheryl Melton at 816-522-5507.

Please check one of the following:

**Frequency:** Every week \_\_\_\_\_ Every other week (first and third week of the month) \_\_\_\_\_

I will pick-up my order on Monday from 7:45-8:00 or 2:30-3:00 \_\_\_\_\_ I will pick-up my order on Friday from 7:45-8:15 or 2:30-3:00 \_\_\_\_\_  
or....

Return the order with my child on Friday \_\_\_\_\_ Child's Name \_\_\_\_\_ Teacher \_\_\_\_\_ Grade \_\_\_\_\_

**Your signature below authorizes scrip to be sent home with your child.**

I give permission for Our Lady of the Presentation School to release my scrip certificates to my child. I will not hold Our Lady of the Presentation liable for any lost, misplaced, or stolen scrip. (Scrip will be sent home on Fridays.)

X \_\_\_\_\_

Vendor Name	Scrip \$	Qty	Total
<b>Grocery Stores</b>			
Hy-Vee	5% \$50		
<b>Other</b>			

**Section Total:** \_\_\_\_\_

