

# SCRIP PROGRAM

## Online Ordering Instructions

---

### To Sign Up with Computer:

1. Log onto <https://www.raiseright.com/shop>
2. Click on the "Join a Program" tab and enter the SFB Enrollment code: **29F9359C53L7**
3. Fill out the registration page creating a username and password (be sure to write these down for future logins).
4. Register for online payment. You can securely link your account to a checking/savings account so your payment is made via electronic debit. To get set up, log into <https://www.raiseright.com/shop> and select Dashboard > Payment Types. Credit cards are also accepted as a payment method for online orders. Electronic debit or credit card payments are preferred as it allows you to buy electronic gift cards called ScripNow, and to Reload certain cards bought through our program.

### To Sign up with your Smartphone:

(For a tutorial on downloading and using the [RaiseRight app](#) see:

[https://www.youtube.com/watch?v=MKV\\_BXUWIm8&t=103s](https://www.youtube.com/watch?v=MKV_BXUWIm8&t=103s))

1. Download the [RaiseRight app](#) (available from the App Store and Google Play).
2. Tap "Join a Program" and enter the enrollment code: **29F9359C53L7**
3. Tap "Get Started" and complete the enrollment form.
4. Register for online payment. You can securely link your account to your checking account so your payment is made via electronic debit. To get set up, open the [RaiseRight app](#) and choose Account > Settings > Payment Options. (See #4 above for additional information regarding online payment.)

### To place an order from a Computer:

1. Log onto <https://www.raiseright.com/shop>
2. Click on the "SHOP" tab at the top.
3. Search by category or type in the name of the retailer. Local Cedarburg retailers can be found by typing the name into the "Search Retailers" box found on the left side of the page.
4. Enter the quantity you wish to purchase of the card by denomination (click on the denomination to change from \$10, \$25, \$100, etc.) and click "Add to cart". If you wish to continue shopping click on "SHOP" or click on the cart in the upper right corner to proceed to checkout.
5. Double-check your order in your cart.
6. At Select Payment Option, click on the circle for one of the following:
  - a. Bank Account- enter your 4-digit pin (\$0.15 fee per transaction)
  - b. Credit Card- select card or enter card information (2.60% fee per transaction)
  - c. Check- print out the confirmation page, write check out to "SFB Scrip" for the total amount of your order and send into school by **10am Monday**. Orders are not released until payment is received.
7. Submit Order and logout of your Scrip account

### To place an order from your Smartphone:

1. Open and sign in to the [RaiseRight app](#).
2. Tap "Shop" at the bottom of the screen.
3. Search by category or type the name of the retailer in the "What are you looking for?" box at the top. Local Cedarburg retailers can be found by typing the name into this search box.
4. Tap the type of card (some retailers offer ecards in addition to plastic cards). Enter the quantity you wish to purchase of the card by denomination (click on the denomination to change from \$10, \$25, \$100, etc.) and click "Add to cart". Tap "Keep Shopping" or "Go to Cart."
5. Double-check the order in your cart and tap "Continue to Checkout."

6. At Select Payment Option, click on the circle for one of the following:
  - a. Bank Account- enter your 4-digit pin (\$0.15 fee per transaction)
  - b. Pay coordinator directly- print out the confirmation page, write check out to "SFB Scrip" for the total amount of your order and send into school by **10am Monday**. Orders are not released until payment is received.
  - c. Credit Card- select card or enter card information (2.60% fee per transaction)
7. Tap "Place Order" and sign out.

If the order is placed by **8am on Monday**, your Scrip cards will be available for pick up at school on Thursday of the same week. Orders placed after the Monday deadline will be available on Thursday of the following week.

Scrip orders for physical gift cards may be sent home with a designated student if a "Scrip Delivery Waiver of Claim Form" has been completed and is on file at school. The form should be available on OptionC. If not, hard copies are available in the school office. *Safe transport of the Scrip order from school to your home will be the responsibility of the student receiving the Scrip Delivery envelope. Families have the option of personally picking up the Scrip cards from school by notifying the Scrip coordinator. The school is not responsible for Scrip that is lost, stolen or misplaced.*

For questions please contact Caryn Motal ([scrip@sfbsschool.org](mailto:scrip@sfbsschool.org)) or Dom Burrencia ([usapatriot6@yahoo.com](mailto:usapatriot6@yahoo.com))