



Box Tops for Education Collection Drive: February of 2020
and
Box Tops for Education App and Submitting Email Receipts from Online Grocery Purchases

Grundy Elementary participates in the General Mills, Box Tops for Education Program which helps our school earn money by collecting Box Tops. There are a few ways that Grundy can earn money by collecting Box Tops, and you can help!

(1) We will have two Collections this school year (our first took place in October of 2019 and now our second will take place in February of 2020) for the traditional pink Box Tops on hundreds of participating products. Each is worth 10¢ for our school! While the traditional pink Box Tops clips are being phased out of production, any unexpired clips are still valid and can still be turned in.

- **Please turn in your attached collection sheets on Tuesday, February 11th and/or Wednesday, February 12th.** The collection sheets should be turned into your student's teacher no later than **Wednesday, February 12th.**
- When filling in the collection sheets, please cut out the Box Tops from each package and tape them to the attached collection sheet. Additional collection sheets can be found on the Grundy website at <http://grundy.morton709.org/home> or in the office.

(2) In addition to clipping Box Tops, the Box Tops for Education Program is now offering an additional way for schools to earn money. You can now scan your receipts directly to the Box Tops app to earn money for our school when you buy participating products with the blue "NO MORE CLIPPING" label.

- **Please see attached instructions on how to download the Box Tops mobile app for your Smartphone.**

(3) If you shop for groceries online, you can submit your email receipts from select retailers to earn Box Tops for Grundy. To ensure that earnings are properly credited to your account:

(a) Make sure you have a Box Tops for Education account (you can create one via the Box Tops app or website).

(b) Forward your email receipt to receipts@boxtops4education.com using the same email that is associated with your BTFE account.





(c) Box Tops will usually be credited within 1 day – you can view your earnings detail in the MY EARNINGS section on the app.

The following email receipts are currently eligible (as of October of 2019): Instacart, Jet.com, SamsClub.com, Sam's Club Scan & Go, Shipt, Target.com, Target Pick-Up/Drive-Up, Walmart Grocery, Walmart.com, and Walmart Pay.

For digital receipts for purchases from retailers not listed above, please follow the process below. (1) Take a screen shot (or multiple, if applicable) of your entire receipt from your online purchase, including retailer name, all items, transaction total, and date of purchase. (2) Open the Box Tops Contact Us form as found on the following webpage: <https://www.boxtops4education.com/contact-us>. (3) In the comments field, include the following: your email address, your name, your school's name, the amount of Box Tops earned with the purchases from that receipt. (4) At the bottom of the form, use the "Upload Image Files" feature to add the screen shot(s) of your receipt.

Manual processing takes longer and it may take up to 10 business days for these earnings to be processed.

This year we have a school goal of earning \$1,000 in Box Tops. To date, as shown on the Box Tops app, our school has earned \$710.70 in earnings. Our school goal of \$1,000 can be reached in three ways: (1) clipping traditional pink Box Tops, (2) downloading the mobile app and scanning receipts when purchasing items with the blue "NO MORE CLIPPING" label, (3) submitting receipts from online grocery purchases. **If our school reaches our goal of \$1,000, we will have a movie and popcorn party for all of the students!!!!**

Thank you for choosing to make a difference for Grundy Elementary by clipping and donating traditional Box Tops, scanning your receipts to the new Box Tops mobile app, and/or submitting receipts from online grocery purchases, to earn money for our school!

If you have any questions please feel free to contact me.

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