

# DLS SCRIP ORDERING ONLINE

Ordering online gives you access to retailers and restaurants **including local businesses** that are part of the SCRIP rebate program for nonprofits. If you also set up PrestoPay, you can skip writing a check, and for many retailers, it takes just moments to have the e-card available to use whenever you want it!

Here are the step-by-step directions:

1. Go to: [shopwithscrip.com](http://shopwithscrip.com).
2. Click on "Register" button on the right.
3. Scroll down and click on "Join a SCRIP Program".
4. For DLS, use enrollment code C5C6563C47583 and click "Register". You will see "Dubuque Lutheran School/IA".
5. Follow prompts to create a user name and password, enter account info, etc. You will be emailed an approval code. Once you receive this, contact Kim Peterman (call/text/email: 563-542-5200 or [dklpeterman@yahoo.com](mailto:dklpeterman@yahoo.com)) to get it approved.
6. If you plan to set up PrestoPay (a secure ACH payment system), go to "Dashboard". Scroll down and click on "PrestoPay". Click on "Agree to activate". Enter bank account info. It will take 1 - 2 business days to activate and 2 small deposits (example: \$0.15, \$0.05) will be placed in your bank account. Once you receive these, return to [shopwithscrip.com](http://shopwithscrip.com). Click on "Dashboard" and you will see a red dot at "Presto Pay". Click on "PrestoPay" and it will tell you to enter the amounts of the 2 deposits and create a 4 digit PIN. The next step will give you an approval code. Contact Kim Peterman (call/text/email: 563-542-5200 or [dklpeterman@yahoo.com](mailto:dklpeterman@yahoo.com)) with this code and she will approve your PrestoPay account.
7. Once you have PrestoPay approved, you will be able to order and pay for SCRIP from your computer or smart phone. (Please note that you are charged a small fee of 15 cents per transaction.)
8. To order, return to [shopwithscrip.com](http://shopwithscrip.com) and sign in. Click on "Dashboard", go to "Family Functions" and click on "Express Order". Once there, click on the top tab "Browse" and order. (Note the there are some retailers that only have physical cards at this time; these will be distributed with the other physical cards.) You will need to choose if you are paying by PrestoPay or check. If by check, you will need to get your check in by the posted deadline.
9. Ordering and paying from your smart phone with PrestoPay is great! Please note, however, that not all businesses can scan the barcode from your phone but require the printed-off e-card instead. For example, Target can scan from your phone but Starbucks needs the printed-off e-card.

10. To add MyScripWallet to your smart phone, go to [myscripwallet.com](http://myscripwallet.com) and follow the prompts to add the icon to your home screen. (Note this is an icon, not an app, so it is not in the App Store.)

11. You will sign in to MyScripWallet with your same [shopwithscrip.com](http://shopwithscrip.com) username and password. You will use your 4-digit PIN to pay for your order with PrestoPay. MyScrip Wallet is linked to your [shopwithscrip](http://shopwithscrip.com) account so your purchases will be listed in both locations. (You can order from your phone and print the e-card later.)

12. Place your order, click on your "Cart" and pay for it. Your e-card will be available in your "wallet" within moments! (It sends you 2 emails regarding your order.)

**Thanks for entering the brave, new world of online Scrip ordering for  
Dubuque Lutheran School!**