

# Scrip, Whole Foods, La Jolla

To Whom It May Concern:

Here at Whole Foods Market, La Jolla we have brought back our Scrip program for schools and non-profit organizations. This is a fun and easy way to raise money for events at your school or for non-profit projects, after all who wouldn't like a gift card to Whole Foods! Scrip is redeemable at all Whole Foods Market locations in the Southern Pacific region, as well as all of our markets across the nation. Scrip may be purchased in \$500 increments, with a \$5000 maximum. Your organization will receive a 5% discount on the purchase. Our Scrip is available in \$50 or \$100 denominational gift cards. One card denomination per order is required. It is not necessary to spend the entire amount in one purchase – your balance will remain on the card for future use should you spend less than \$50 or \$100.

If you would like to participate in our Scrip Program please follow the steps below.

- Fill out a Scrip application (available from our Concierge at Whole Foods, La Jolla) completely and mail it to the address at the bottom of the application. With this application you will need to send your 501(c) tax status letter from the IRS. Once your application and tax letter have been sent to our office, we will contact you with further instructions. The portion of the application that requires a "Credit Reference" refers to any other Scrip organization, office supply company (e.g. Office Depot), or other business with whom you have a standing account.
- You may order Scrip by calling 818.501.8484 and waiting for the Scrip prompt, or by entering #224. You may also contact us via e-mail with your order at [SP.Scrip@wholefoods.com](mailto:SP.Scrip@wholefoods.com). Please leave the following information: Organization name, name of person picking up the order, the phone number to be called when your order is ready, the amount of Scrip you'd like to purchase (please keep in mind that the orders must be in \$500 increments), \$50 or \$100 denominations, and the store location where you will pick up the Scrip. We do not give confirmation calls for any order.
- Scrip is processed every Wednesday and any order placed after Tuesday evening will be processed the following week. Orders processed Wednesday should arrive at the store by Friday of the same week.
- The store will contact you when your order is ready for pick up. You will pay for your order at the store and your check should be written for the amount of the order, minus the 5% discount. (Example: If you place an order for \$1000 worth of Scrip, your check should be made out for \$950.) This check must be drawn with your organization name printed on it. No personal checks or personal credit cards will be accepted.

NOTE: Please be specific when requesting delivery to one of our Sherman Oaks locations. Our Sherman Oaks East store is located on Riverside Drive and our Sherman Oaks West store is located on Sepulveda Blvd.