

OUT WITH  
THE OLD



IN WITH  
THE NEW



with  
BOX  
TOPS!

## LESS CLIPPING and MORE SCANNING is the future for Box Tops

As much as we would LOVE to count these box tops that were turned in (shown in the picture below), unfortunately they can no longer be physically counted and sent in for credit, but must be redeemed electronically instead.



When you see these box tops on packages, it means you need to log into the Box Top app and scan your receipt (within 14 days please) to give credit to our school.

We can continue to



accept these Box Tops

as long as they are not expired (last collection date is March 2023 from what I have seen) but the rate of scannable tops are going to increase over time, while the clippable tops will decrease. If we don't make adjustments to stay with the changes, we will lose out on lots

of free money for our school. Free money that helps buy extra needs for our children's classrooms or allows us to plan fun activities and make school even more fun for our kids.

On the next page, you will find information on downloading and using the App. There is also an incentive going on through our Parent Network FB page. Once we reach 75 new downloads of the App a drawing for a \$25 gift card will take place. You can earn entries by posting a screen shot in that post, as well as additional entries for scanning your first receipt and adding fellow WES parents to the group, if they are not a part of it already. Not sure what I'm referring to or not a part of the group, I'll make it easy for you to go check it out. Go to this link: <https://www.facebook.com/groups/175585472572292/>

Please feel free to reach out to with questions and I will be happy to help. You can post questions to the Network Group page, message me via Facebook or send me an email at [wesparentnetwork@gmail.com](mailto:wesparentnetwork@gmail.com)



Download or update the Box Tops for Education app from the App Store or Play Store. Follow prompts to setup, and select **Wrightstown Elementary** as your school.

#### To scan receipts and get credit for digital Box Tops:

1. Open the Box Tops app on your phone or tablet
2. Tap the blue Scan button at the bottom of the screen to open the camera function
3. Place store receipt on flat surface, and hold phone over receipt.
4. Move phone so that edges of receipt are showing on screen, and receipt is in focus. Tap white circle at bottom of screen to take picture.
5. If receipt is long, tap + to add additional sections until entire receipt is captured.
6. Tap ✓ to submit your receipt and instantly credit WES for your Box Tops!
7. You should receive an on screen confirmation with confetti showing your total earnings. If the app misses a Box Top item, simply tap Report Missing Earnings to request the credit.

**Great news!** If you shop for groceries online, you can now submit your email receipts from select retailers to earn Box Tops for your school. To ensure that earnings are properly credited to your account:

Forward your email receipt to [receipts@boxtops4education.com](mailto:receipts@boxtops4education.com) using the same email that's associated with your BTFE account. Box Tops will be typically be credited within 1 day – you can view your earnings detail in the MY EARNINGS section of the app

The following email receipts are currently eligible (as of October 30, 2019):

- Instacart
- Jet.com
- SamsClub.com
- Sam's Club Scan & Go
- Shipt
- Target.com
- Target Pick-Up/Drive-Up
- Walmart Grocery
- Walmart.com
- Walmart Pay

For digital receipts for purchases from retailers not listed above, please follow the process below.

1. Take a screen shot (or multiple) 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
3. In the Comments field, please include:
  - 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.

Please note: Manual processing will take longer – it may take up to 10 business days for receipts sent via Contact Us to be processed