



6 EASY STEPS TO SIGN UP WITH ESCRIP

First go to www.escrip.com. Once connected to eScrip, click on the "member/supporters" button at the top of the page; then on the next screen click on the "Sign Up" button at the top of the page.

1. Select Group Name or ID. Our group name is: **Portola Valley Schools Foundation**. Our ID is: **126461419**. This is the account number for Portola Valley Schools Foundation. If you are already supporting another organization just change your preferences to split your account with PVSF.
2. Fill in your name and address information. Your email address will be used for direct response and some promotional material from eScrip. For instance if you forget your password, if ESI has your email address, they can email your password to you. There is a box to decline any promotional material from escrip if you prefer.
3. Register your grocery club cards. This is where you enter your Safeway club card if you have one.
4. Register your credit and debit cards. You can list up to 7 cards. **Include your partner's cards as well (names don't need to be the same).**
5. Register your retail cards such as Macy's if you have any.
6. Confirm entries and you're done. You will be assigned a supporter ID#. We recommend printing out the confirmation page.