



NPO# 94777  
LOS ANGELES VALLEY COLLEGE FOUNDATION  
Attention: RAUL CASTILLO  
5800 FULTON AVE  
VALLEY GLEN, CA 91401

LOS ANGELES VALLEY COLLEGE FOUNDATION:

Thank you for your participation in the Ralphs *rewards* Community Contribution Program. We are happy to be a part of your fundraising. This is your organization's SCANBAR letter. This alternative form of registration allows your members without access to a computer to be a part of your fund raising through our Community Contribution Program.

**ORGANIZATION COORDINATOR:**

- Make copies of this letter and give the copies to members of your organization who wish to enroll with your organization, but do not have access to register online.
- DO NOT remove these instructions from this letter. These instructions are necessary for the cashier in order to process the link between your card and your organization at the register.
- Participants take this letter the next time they go shopping at Ralphs and hand it to the cashier to scan within their order IN ADDITION to either their Ralphs *rewards* card, or phone number (alt ID) that is linked to their *rewards* card.
- Within 72 hours, your participants will then begin giving a percentage of each shopping trip for the duration of the Community Contributions Term to your organization.
- You only have to scan this letter once per cycle to create the link between your card and your organization.
- You must continue scanning your Ralphs *rewards* card/phone number (alt ID) during all purchases to get credit for your organization. We are not able to credit organizations if card is not scanned during any transaction.

**RALPHS CASHIER OR MANAGEMENT TEAM MEMBER**

- Please scan the bar code at the bottom of this letter along with customers' *rewards* card or alt ID within their order.
- A purchase is required in order for the link between their card and the organization to work.
- This procedure is successful when you hear the audible beep and see the words LOYALTY DIV on the receipt.

**IMPORTANT INFORMATION!**

- 1) Participants using this Scanbar letter method to register, the name of your organization **WILL NOT APPEAR** on your receipt.
- 2) Any attempt by the organization to reproduce this scan bar (other than copying it) in any other format could result in your organization not receiving credit.

