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**ATTENTION ORGANIZATION COORDINATOR:**

**Ralphs is giving up to \$2,000,000 to non-profit organizations this year. Be sure to earn your share!**

Ralphs is committed to helping our communities grow and prosper. It's easy!

If you're not sure if your organization is already enrolled, [click here](#) for a list of registered organizations.

**If your organization is not listed, it's as simple as 1, 2, 3 to get started!**

If your organization is not listed in our database, simply fill out the downloadable [Enrollment Application](#), and [Terms and Conditions](#). Mail your Enrollment Application, Terms and Conditions and your Letter of Determination 501(c)3 to:

Ralphs Grocery Company  
Gift Services Department  
P.O. Box 54143  
Los Angeles, CA 90054  
or email us at [community.programs@ralphs.com](mailto:community.programs@ralphs.com)

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### **1) Getting Started**

- Read the Terms and Conditions
- Print and complete the Enrollment Application and Terms and Conditions.
- Mail your Enrollment Application, Terms and Conditions and your Letter of Determination 501(c)3 to:

**Ralphs Grocery Company  
Gift Service Department  
P.O. Box 54143  
Los Angeles, CA 90054**

### **2) How Your Organization Earns**

- Once your organization is approved and enrolled:
  - Simply encourage your members to register their Ralphs *rewards* Card online at [www.ralphs.com](http://www.ralphs.com), using your organization name and/or NPO number.
  - Individual purchases will begin counting towards your organization within 72 hours of registering the individual *rewards* Cards on-line.
  - Every time a member shops for groceries and swipes their card, your organization automatically starts earning a rebate.
  - If your members do not have access to the online sign-up method, please call 1-800-443-4438 we will be happy to register for you.

### **3) What your Organization Earns**

- Ralphs will pay each organization on a quarterly basis based on the following monthly qualifying purchases per household:
  - Up to \$200 per month of eligible purchase 1%
  - Between \$200.01 and \$350 per month of eligible purchases 2% of amount over \$200
  - Between \$350.01 and \$500 per month of eligible purchases 3% of amount over \$350
  - Over \$500 per month of eligible purchases 4% of amount over \$500
- Ralphs limits their quarterly contributions to a maximum contribution of \$500,000 to be distributed among all participating eligible organizations.
- Ralphs limits a quarterly household contribution to \$150.
- In the event that total earned contributions exceed the maximum contribution limit, Ralphs will prorate and reduce the contributions based on the total contributions earned by all participating organizations and their members.
- Minimum quarterly rebate payout is \$25 per organization. In the event that an organization earns less than \$25 in a quarter, Ralphs will hold the amount until the next quarter that the rebate exceeds \$25 or the end of the program term, whichever comes first.
- Your quarterly check will be mailed or personally delivered to your organization by your neighborhood Ralphs Store Director within one month of the close of each quarter.