

READ

ME

FIRST.

Thank you in advance for your time and effort in making the Apples for the Students a success at your school.

Apples for the Students is an all digital program which makes a substantial contribution to the environment.

- A. If you have not read the School Coordinator Instructions, please do so now. These instructions will be your road map! Use the link found in your email cover letter or go to the **website (www.aftsAWG.com)** and log in with the **username** and **password** also provided in the email cover letter.
- B. Confirm that all school data listed in **school details & registration**, especially coordinator name and email address, is correct. *(Earn a 5,000 BONUS by updating/enrolling your information by Oct. 1.)*
- C. Download links are available on the website. Save these documents to a folder for easy access:
 1. Coordinator Instructions
 2. Award Catalog Url *(available in the Fall)*
 3. Parent Letter
 - a. Download original
 - b. Scan as a PDF and email to parents or make copies and send home
 4. Facebook Link - Ask all parents to “like” our facebook; you can then re-post items we send to promote your program. *(Also remember to “like” the supporting supermarkets facebook page.)*
 5. Various facebook and web ads for your school to use.
- D. Communicate with teachers and staff so all are ‘up to speed’.
- E. Place a receipt collection box in your school. *(Remember to send an image to nancy@smg300.com to earn 10,000 BONUS points.)*
- F. Should you have ANY questions please call: Program Headquarters 1-800-999-7750 or email us at Coordinator@aftsAWG.com.