

Our Lady Queen of Peace School

Annual Magazine Campaign FAQ's

ON - LINE SALES

You can receive credit for prizes for online sales if you follow the steps below

Go to www.Gaschoolstore.com/onlineportal to register and receive your Student Online Store ID.

Step 1 - CREATE YOUR ACCOUNT - This step will issue the student an ID number that should be **written down someplace safe, in order to be retrieved later**. Registering ensures prizes are awarded based on all paper sales and on line sales combined. **Our Organization's Online Store ID is 1858919.**

LOGIN- Once registered, the student may access their address book and reports while ensuring their privacy.

Step 2 - SETUP ADDRESS BOOK- Click on "Email Friends and Family." This will place the student in their own personal address book. Click on "add a new address." Student will enter the name and address of family and/or friend.

Step 3 - RUN EMAIL CAMPAIGN- Click on "email, compose and send an email" The student can type their personal message in the body of the email to send out to family and friends. The emails will contain a link that will take the email recipient directly to the online store. This will automatically credit the student for the sale.

Step 4 - TRACK SALES & REPORTS- This report will allow a student to see what was purchased On-Line on their behalf.

There are over 1,700 items on this web-site including Gift Wrap, Cookbooks, Magazines, Jewelry, Personalized Gifts, Lotions, and many, many more. Free shipping for purchases over \$60.00. Great American will ship it directly to their home, and your school makes a profit.

CATALOG SALES

DO WE COLLECT THE MONEY NOW? YES!!

Payment is due when the order is returned to school. Checks should be made payable to:
Our Lady Queen of Peace School.

WHAT ABOUT RENEWALS?

You can renew existing subscriptions by checking the "Renewal" box on the order form. By renewing, you simply extend the period you will receive the magazine. Be sure to use the EXACT same name and address.

SPECIAL INSTRUCTIONS:

- Sell only to people you know.
- Give the customer the PINK copy of the order form as their receipt
- Return the white and yellow copies of orders to the school with payment in an envelope
- Seal and mark envelope with your name, # orders, teacher and room.
- Turn in days: Tuesday – Sept. 7, Sept. 14, Sept. 21
Last day – Friday, September 24

QUESTIONS ABOUT AN ORDER?

All orders are 100% guaranteed! For questions, contact: 877-289-6247 or www.MagTrak.com to speak to a Great American representative or contact Anna O'Gara at 397-0111 as the school coordinator.