

If you shop at Ralphs, please register or re-register for their community program. Ralphs requires all to register or re-register every year on September 1, 2015, and if you do a portion of your purchases can be given to Ettie Lee Youth & Family Services to support our services.

See information below, and if you have any questions, please let me know:

PARTICIPANT REGISTRATION FOR THE NEW TERM BEGINS ON SEPTEMBER 1, 2015.
There is no pre-registration! This means that the first day you can register for the new term is September 1, 2015 or after.

1. All of your members who are currently enrolled in the Ralphs Community Contribution Program will remain active until August 31, 2015.
2. Participants will be required to register or re-register for the new term at www.ralphs.com or by using the scanbar letter at the register starting **September 1, 2015**.
3. There are two ways to enroll:
 1. Online registration (see instructions below)
 2. Scan-Bar letter
4. If you received a scanbar letter last year, it is still good and can be used this year. If you would like to receive a scanbar letter, please respond to this email and one will be mailed to you via US post office or emailed to you upon request.
5. Even if your participants registered as recently as June, July or August 2015, they will be required to register again, on or after **September 1, 2015**.
6. **Your organization does NOT need to re-register**, only your participants.
7. This notice does not apply to participants of the Food 4 Less/Foods Co Community Rewards program.

****WEBSITE REGISTRATION INSTRUCTIONS****

IF YOU HAVE NOT REGISTERED YOUR REWARDS CARD ONLINE

1. Log in to www.ralphs.com
2. Click on 'No Account? Register' (top right hand corner)
3. Follow the easy steps to create an online account
4. You will be instructed to go to your email inbox to confirm your account
5. After you confirm your online account by clicking on the link in your email, return to www.ralphs.com and click your name (you may have to sign in first).
6. View all your information and edit as necessary
7. Link your card to your organization by clicking on:
 - a. Community Rewards - Enroll
 - b. Type your NPO number or name of organization
 - c. Remember to click on the circle to the left of your organizations' name
 - d. Click on ENROLL to finish your enrollment process

IF YOU ARE ALREADY AN ONLINE CUSTOMER

1. Log in to www.ralphs.com
2. Click Sign In
3. Enter your email address and password
4. Click on your name (In the top right hand corner under 'Welcome Back')
5. View all your information and edit as necessary
6. Link your card to your organization by clicking on:
 - a. Community Rewards – Re-enroll
 - b. Type your NPO number or name of organization
 - c. Remember to click on the circle to the left of your organizations' name
 - d. Click on ENROLL to finish your enrollment process