

## SUPPORT THE SANTA MONICA SYMPHONY WITH RALPHS COMMUNITY CONTRIBUTIONS PROGRAM

IMPORTANT: This program requires you to re-enroll your card every year on September 1st in order for contributions to continue to go to the Santa Monica Symphony.

### TO USE THE RALPHS COMMUNITY CONTRIBUTION PROGRAM:

- If you do not currently have a Ralphs online account (most people do not), go to [www.ralphps.com](http://www.ralphps.com) and click on 'No Account? Register' (top right hand corner).
- Follow the easy step-by-step instructions to create an online account.
- After you confirm your online account in your email inbox, then return to [www.ralphps.com](http://www.ralphps.com) and click on 'Sign In' and enter your email address and password.
- Complete your information on this form, then:
- Scroll down to Community Rewards - Enroll.
- Type in the Santa Monica Symphony NPO number (83493) or name (Santa Monica Symphony) and complete your enrollment process
- REMEMBER, purchases will not count for the Santa Monica Symphony until you register your card.
- You must swipe your registered Ralphs REWARDS card or use the phone number that is linked to your registered Ralphs REWARDS card when shopping for each purchase to count.

IF YOU HAVE ALREADY REGISTERED YOUR REWARDS CARD ON-LINE (This means that you have already entered your email address and assigned yourself a password)

1. Go to [www.ralphps.com](http://www.ralphps.com)
2. Click Sign In
3. Enter your email address and password
4. Click on 'Your Name' (In the top right hand corner) and select "My Account" from the drop-down menu.
5. View all your information and edit as necessary. Scroll to the bottom of the page.
6. Link your card to your organization by clicking on:
  - a. Community Rewards – Enroll
  - b. Type in the Santa Monica Symphony NPO number (83493) or name (Santa Monica Symphony)
  - c. Remember to click on the circle to the left of your organization's name
  - d. Click on Enroll to finish your enrollment process