



# Nebraska Homeschool

## Group Coordinator Box Tops Submission Form

Please print clearly

<b>Submitting for</b> ( <i>please check one</i> )	<input type="checkbox"/> October 20 <sup>th</sup>	<input type="checkbox"/> February 20 <sup>th</sup>
---------------------------------------------------	---------------------------------------------------	----------------------------------------------------

### Demographics

Group or Organization Name:
Group Coordinator Name:
Address:
Phone Number:
Make group check payable to: ( <i>please designate the proper name</i> )

### Box Tops Count

<i>Item</i>	<i># of Each</i>	<i>\$ Value</i>
# of 50 count bundles/bags		
<b># of Bonus or Special Box Tops</b>		
# of extra Box Tops in final bundle/bag		
<b>TOTAL</b>		<b>\$</b>

### Final Checklist

<i>Please ensure the following items are completed before submission.</i>	
	Designate submission date at top of form
	Designate who group check will be payable to
	Complete Box Tops Counts
	Include a self-addressed stamped envelope
	Enclose all bundled/bagged Box Tops
	Ensure Box Tops reach NH-HEN Coordinator by deadline
	Signed Group Coordinator Box Tops Submission Form

*I certify that my group is eligible to participate in the NH-HEN Box Tops Program and that all Box Tops funds received from NH-HEN will be given to the applicant group named above.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for your dedication to your group!**  
You can anticipate your group's check in late December/late April, after receipt of Box Tops funds.

### Office Use Only

<i>Process</i>	<i>Date</i>	<i>Initials</i>
Submission received		
Box Tops Count verified		
Check mailed to group		