



The next submission date is **Tuesday, November 22<sup>nd</sup>**. Any questions, please contact Sarah Gettier at [sgettier@gmail.com](mailto:sgettier@gmail.com).

# SUBMISSION DOS & DON'TS



**DO** make sure each of your Box Tops has a visible, valid expiration date and product code.



**DON'T** submit Box Tops without visible, valid expiration dates and product codes – your school won't receive credit.



**DO** tape or glue Box Tops to collection sheets.



**DON'T** staple Box Tops to collection sheets.



**DO** staple your bonus certificates to your completed submission form before packing it in the box.



**DON'T** attach your bonus certificates to collection sheets.



**DO** mark the number of Box Tops on the outside of each of your Box Tops bundles, even if your bundle has fewer than 50 Box Tops.



**DON'T** send in loose, unbundled Box Tops or bundles without a number labeled on the outside.