

## Organization's To Do List

- Read Organization Letter
- Fill out Application form
- Read and Sign Terms & Conditions form
- Mail in Application to The Kroger Co. or email to [neighbortoneighbor@kroger.com](mailto:neighbortoneighbor@kroger.com)

### **After you have sent in your application...**

- Please allow 10 business days from the receipt of your application for your organization to be updated to the website. Then you can find your organization specific barcode on [www.krogerneighbortoneighbor.com](http://www.krogerneighbortoneighbor.com) (see enclosed sample letter).

**NOTE: You will not be notified of your organization's activation. You will need to check the website after the allowed timeframe.**

- Make copies of your organization's customer letter to distribute to friends, staff, parents, and customers.
- Encourage them to link their Kroger plus card to your organization and start accumulating funds from July 1, 2012 to April 30, 2013!