



ST. CLOUD
CHRISTIAN
SCHOOL

SCCS Refer-A-Friend Referral Form

Please complete this form and return it to the SCCS office or by e-mail to sccsoffice@charterinternet.com. Forms must be received in the school office **NO LATER THAN MARCH 31, 2010**. The form will be dated by office staff *upon receipt*. You will be notified if a family you refer completes the enrollment process. Only referrals made in writing will be accepted.

The intent of this program is to refer people who you know and who know that they are being referred. Please make sure that the referral is not a “surprise” as we do confirm it with the referred family at the time of their interview.

If more than one SCCS family refers the same prospective family, the school will use this form to determine which family receives the credit (by date of return).

Pursuant to IRS rules, money received from this in excess of \$600.00 must be claimed as income. If you receive a referral credit for more than \$600.00, a #1099 form will be filed with the IRS at the end of the calendar year.

Name of Prospective Family (Please include both parent names and last name):

Address:

YES NO Does the school need to send out enrollment information to this family?

Your name: _____

Date of return: _____

Staff Signature: _____

*****Referrals must be turned in no later than March 31, 2010*****