

# 1. To submit a receipt, go to [shopandlog.com/theoaks](http://shopandlog.com/theoaks) then click on Submit Receipts.

**Paper receipts:** complete the form first, then upload your receipt image when prompted by taking a picture or scanning your receipt.

**Digital receipts:** save your email, text or app receipt as an image, then complete the form.

**SCHOOL CENTS**  
The Oaks

Let's Get Started!  
- Paper receipts: complete the form first, then upload your receipt image when prompted by taking a picture or scanning your receipt.  
- Digital receipts: save your email, text or app receipt as an image, then complete the form.  
- Tip: Add this form to your smart phone screen or bookmark the form in your browser.  
- Need Help? [Email us.](#)

\*Please note all fields are required.

Your Contact Info

Name \*  
First Last

Your School \*  
Choose from List

Your Email Address \*

# 2. Next, enter your receipt info. Then click Choose File to upload the image of your receipt.

For a paper receipt, you will take a photo or scan the receipt.

If you have a digital receipt, upload the saved image.

**Receipt Info**  
Our system allows you to log one receipt at a time. At the bottom of this form, click "Yes, please!" to log more receipts.

Retailer \*  
Choose from List

Receipt Date of Purchase (September 1–April 30) \*  
MM / DD / YYYY

Amount of Purchase \*  
\$ Dollars Cents

Upload Your Receipt \*  
Choose File no file selected

**Save time!** Save the receipt form to your home screen on your mobile device.

**iPhone:** click on box with up arrow at the bottom of your screen, then choose Add To Home Screen.

**Android:** click on the three dots on the top right of your screen and choose Add To Home Screen.

# 3. Almost Done!

First, check the Agree to Terms of Use box. If you have more receipts, click **YES** and the info you entered in step 1 will transfer over.

The final step is to click Submit.

**Questions?**  
Please [Email us](#) and include the name of your shopping center or call 1-800-539-3273.

**Terms of Use**  
By checking this box I agree that I have read the Terms of Use for Shopping Partnership.  
Please make sure you've followed the instructions above to credit your school. Receipts subject to verification of eligibility including but not limited to the date of receipt, submission date, store location and purchase amount. Receipts may

I Accept \*  
 I Agree to the Terms of Use.

**Next?**  
Log Another Receipt? \*  
 Yes, please!  
 No thanks, I'm done for now.

Submit

**Questions?**

**1-800-539-3273**  
**[info@shopandlog.com](mailto:info@shopandlog.com)**