

## CLYNK Procedures

1. Fill out the flyers on each sheet and cut each flyer from the page. Distribute to neighbors. **EXTREMELY IMPORTANT: DO NOT PLACE INSIDE THE MAILBOX**--we could be charged a fine that would use up all the profits and more!
2. One effective tactic is to use basic scotch tape and tape the flyer by the garage entrance that is most easily seen by the homeowner. You can tape to a mailbox post, but not in the mailbox. Just be sure to secure the flyer enough to keep it from being blown around the yard.
3. Also **VERY IMPORTANT**: Be sure to pick up when you say you will. It hurts our ability to continue getting returnables for CLYNK if people put stuff out and then they don't get picked up. So be sure the dates you select work for your family.
4. Keep track of your tags and bags: If you give to someone else to fill, be sure they return the bag(s) to you or a **CLYNK-enabled Hannaford**.
5. Use only the issued bags and tags together. **There is a specific spot on the bag for your bar code tag.**
6. When you fill a bag, drop it off at the most convenient **CLYNK-enabled Hannaford** as soon as possible after filling. A few bags at a time isn't a big problem, but don't save up a lot of bags to drop at once.
7. You can only drop at a CLYNK-enabled Hannaford for us to get any credit. The Clifton Park Hannaford at Rt 146 across from the Clifton Park Mall is one; there are others in the Capital Area so search <https://www.clynk.com/locations/> to find.
8. If you need more bags and tags, contact Nancy Paulsen at [receivables@shencrewadmin.com](mailto:receivables@shencrewadmin.com)
9. Shen Crew used to make quite a bit of money off our bottle drives, and it hasn't been too long since we stopped doing them, so we need to position ourselves to collect returnables before a lot of other clubs jump on the CLYNK program. This has a huge potential for a long-term income stream for us, so please, do your best to fill your 4 bags before the end of the year.