



Walgreens Promotional, Manufacturer & Catalina Coupon Policy

District # _____

Store # _____

The policy set forth pertains to any and all Walgreens Promotional coupons, whether current or future promotions. This policy set forth also pertains to Manufacturer Coupons of any kind, whether current or future promotions. The policy set forth pertains to any and all Catalina Coupons, whether current or future promotions. Please read carefully the following guidelines for coupon usage:

- 1.) Walgreens Promotional Coupons are **one time use** and **must be** turned in at the end of a shift with other checkout materials.
- 2.) Walgreens Promotional Coupons can **only** be used for the correct corresponding item being purchased.
- 3.) Walgreens Promotional Coupons are to be scanned in during **all** circumstances.
- 4.) No Customer or Employee is to use the same Walgreens Promotional Coupon multiple times in a transaction, unless there is a separate coupon for each item purchased or the Coupon states quantity allowed per Coupon.
- 5.) Walgreens Promotional Coupons are **not** like Walgreens Weekly Ad Coupons and should **not** be used unless the customer presents the coupon.
- 6.) When you accept a Manufacturer coupon you will identify that the product you are scanning, is for the coupon you have or have been presented.
- 7.) Even if a coupon is scanned and accepted by our register system, it is unethical to accept coupons for products not purchased and is considered "Coupon Fraud".
- 8.) **Always read** the coupon you are presented to **verify the item being purchased is the item listed on the coupon.** *If you are in doubt call for a manager.*
- 9.) No product is to be substituted for what the manufacturers coupon or Walgreens promotional coupon states.
- 10.) Manufacturers coupon are for one time use and each coupon needs to be turned in at the end of the shift.
- 11.) Catalina Coupons are to be given to the customer upon the completion of the transaction.
- 12.) If customer doesn't want the Catalina coupon, it will be torn in half and thrown in the garbage.
- 13.) Catalina Coupons are to be used as specified on the Coupon, and turned in at with EOS checkout materials.
- 14.) All Coupons are to be used and received as how the Coupon reads, including all fine print applies.
- 15.) When you accept any coupon you will identify that the product you are scanning, is for the Coupon you have or have been presented, even if a coupon is scanned and accepted by our register system, it is unethical to accept coupons for products not purchased and is considered "Coupon Fraud. It's also unethical to use Coupons that were meant for our customers, as with Catalina Coupons.

EXAMPLES: The coupons shown below are just a few examples of the promotions Walgreens has or has had in circulation.



EXAMPLE:

If a customer wants to buy Crest toothpaste and you receive a Manufacturer coupon for Crest White Strips even if it scans in our system, this is considered Coupon Fraud, because it is not being used for the proper product.

Please read carefully and sign below. Your signature serves as proof and agreement, that you have been made aware of the policy/guidelines set forth above, and agree to follow the policy/guidelines. Violation of this policy, once signed, may and can lead to disciplinary action up to and including termination of employment with the Walgreen Company.

Signature

Date

Manager Signature

Date