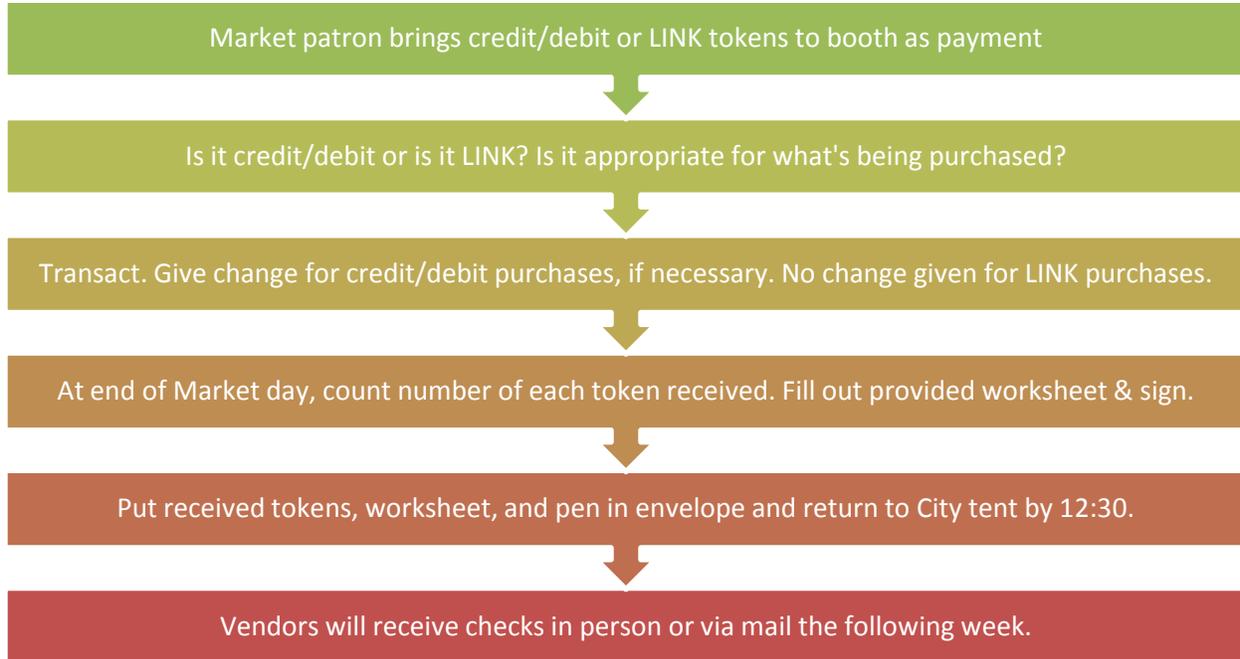


Tokens: How The Program Works



OTHER TIPS:

- **DO NOT ACCEPT LINK TOKENS FOR INELIGIBLE ITEMS.** A list of what can be bought with each token has been provided.
- Tokens are good forever. There is no expiration date.
- Tokens are the same as money. Please keep an eye on them the same way you keep an eye on your cash.
- You may find that you're giving extra change out with credit/debit tokens. Please plan accordingly and bring more change with you – for accounting reasons, the City cannot accept your tokens to make change.
- You do not have to submit your tokens for reimbursement every week. However, the City is not responsible for any lost tokens or other materials that may result if materials are not turned in on a weekly basis.
- Please make sure that you write token amounts LEGIBLY on your reimbursement form, or you run the risk of being reimbursed incorrectly.
- Please drop tokens off, with your paperwork and envelope, by 12:30 PM. Any envelopes not dropped off by then will have to wait until the following week. PLEASE DO NOT BRING THEM TO THE CITY BUILDING DURING THE WEEK.
- You will receive your reimbursement for tokens a week later. For example, on 5/22 you will receive a check for tokens turned in on 5/15. A check will be delivered to you in person or, if you will not be at the Market, mailed to you at the address you provided on your application.
- If you ever have a question about token redemption at the Market or the reimbursement process at the Market, please come to the City tent and staff will be able to help you. If you need information at any other time, please contact Lisa directly at 217-384-2319 or ljbralts@urbanaininois.us.