

## GENERAL RULES FOR COUPONING

We are trying to reorganize our Coupons for Military Bases Overseas to make it faster and easier for everyone.

We are asking that, **if possible**

1, Coupons should be cut out completely into individual coupons rather than in strips.

2. Sort them by month of expiration. Save only the two months prior to the present month and forward.

(Ex.) If it is now November, save only September and forward. If you still have some September coupons when the current month changes to December, that's okay. Just don't cut any more September.

3. Sort each month into Food and Non-Food. Again, **if possible** pull out baby and pets coupons.

The pet coupons which have a future expiration date are given to the Animal Shelter in Edison.

Note: "Baby" refers to diapers, baby food, nipples etc. (things that you would only find in the baby aisle). Don't worry about toothbrushes, aspirin, games, etc.

4. Separate the Food and Non-Food coupons into Large and Small sizes and put into separate plastic bags.

We know that many people have physical limitations that could make some of these steps difficult for you. We thank you for the many hours you have and are giving to this program. We are determined to make it as easy and, at the same time, fruitful as possible. We appreciate whatever you are able to contribute.