## Hi teachers!

I've created a Teachers Pay Teachers account for our school to make it easier for the school to purchase resources for you to use in your classrooms. You will be able to send requests for resources to me for review.

First, you will need to join our school using the link below. If you already have a TpT account, you can use that to join.

https://www.teacherspayteachers.com/School/Teacher-Welcome/v2/f1df3ed3-1f7a-4035-a9b3-1dc4154f7c8a

Next, you will see a "**Send Request**" button on any resource page which will send your request directly to me. (You may still use the "Add to Cart" button for items you wish to pay for on your own)

## A few important notes:

- I'll be reviewing your requests as they come through my email (same as Amazon). Each teacher will be emailed a PO# directly from SmartER for TpT Schools and I will approve each teacher's request as they come through online.
- 2. You will be notified via email from TPT once your request has been approved and you can then sign into your TpT account and download, etc. the classroom resources you requested.

Thank you. If you have any questions, please let me know!

Terri Gottwalt-District Office-Purchasing Ext. 1907