

## **Purchasing and Redeeming a Voucher**

1. To purchase a voucher, complete the Apple Purchasing form and email to Donna Williamson, our Authorized Apple Purchaser. You will receive an email with the voucher code in your email within about 24 hours.
2. To redeem your voucher, go to the Facilitators' website and login.
3. Click on the dropdown arrow by your login name.
4. Select "Redeem VPP Credit."
5. Enter your code and click Redeem.
6. You are now ready to purchase or app(s).