

PROGRAM INFORMATION

NOTE: Please be sure to complete check out process when placing an order. You can confirm that you have done so by looking at your order calendar. If any of items appear highlighted in blue, they are in your cart, but not yet confirmed purchases. Items left in your shopping cart will not be processed and your order will not be placed.

Email Notifications - To ensure that you are receiving email notifications - including ordering reminders, important communication, confirmations, password resets - be sure to add info@orderlunches.com to your email safe list.


Changes/Cancellations - changes, additions and cancellations can be made providing they are done during the ordering period each month. Credits will be applied to your next order.

Late Orders - Late Orders are not accepted.


Forgotten/Emergency Lunches - Students that forget lunches will be provided a school lunch if there are any extra meals available. This meal charge will be added directly to your shopping cart. The cost is \$2.75. On your next checkout this charge will be added to your order total.

Payment Information -The lunch program accepts payment by Visa, MasterCard, or your debit card with a Visa or MasterCard logo or personal check

- ✓ **Check Payments** - make checks payable to: St. Johns School and send to school office. You will not be able to make changes or additions during the open ordering period until your check has been received and processed. If you have a balance due from the previous month you will not be able to order any new lunches. To unlock, simply make the appropriate payment and as soon as it's recorded as paid, you can order.
- ✓ **Credit Card Payments** - after entering your credit card for payment a confirmation page will display. If you do not get the confirmation page displayed please do not attempt to enter payment again this may result in duplicate charges. Call 1-800-381-6511 for assistance.
- ✓ **Be sure to proceed to checkout** and process your payment with check or credit card. Orders that are left in the shopping cart will NOT be processed and your student (s) will not be included on lunch reports if you do not complete your order

Important Messages regarding field trips and/or no lunch days will display this icon - 

View the menu before you order - click the button - 

Print your order - click the button - 

View your order history- click the "order history" link on the navigation bar

For navigational support - click on "help" link on the navigation bar



**PURCHASE SCHOOL LUNCHES ONLINE AT WWW.ORDERLUNCHES.COM
IT'S THE FAST AND EASY WAY TO ENSURE YOUR KIDS EAT RIGHT AT SCHOOL!**

St. Johns School is happy to announce that school lunches will continue to be ordered and paid for online by using orderlunches.com! This is a great convenient service for St. John's families and we are excited to offer this service.

Who is orderlunches.com?

Orderlunches.com offers a secure, fast and easy to use, online ordering solution that provides the ability to view your school lunch menu, order, pay, and manage your lunch orders online. IT'S THE FAST AND EASY WAY TO ENSURE YOUR KIDS EAT RIGHT AT SCHOOL!

On or after 08/15/11 registration and ordering will begin for new and returning families.

IMPORTANT NOTE BEFORE YOU BEGIN - IF you are eligible for free or reduced meals; please send your form to school AFTER you have registered AND BEFORE placing your order so the school can set your profile accordingly.

1. Go to www.orderlunches.com and click on "Sign In" if returning user or click on "Register" if new user
2. **Your School Password is: eagles 48** and please follow the prompts

Month	Order Start Date	Order End Date
September	08/15/2011	08/31/2011
October	09/12/2011	09/21/2011
November	10/17/2011	10/26/2011
December	11/14/2011	11/23/2011
January	12/12/2011	12/21/2011
February	01/16/2012	01/25/2012
March	02/06/2012	02/17/2012
April	03/12/2012	03/21/2012
May and June	04/16/2012	05/02/2012