

PURCHASE SCHOOL LUNCHES ONLINE

Ordering for the 2016-2017 school year begins on Monday, July 11th

USE THIS WEBSITE TO ORDER: <https://greathearts.orderlunches.com> (please bookmark)


REGISTER: for **New Families**

- ☑ Click "Register" to Create an Account.
- ☑ School Password is: **veritas6**
- ☑ Complete personal account information.
- ☑ Sign in, the Welcome page displays with info.
- ☑ Click navigation bar "Order" to go to ordering.

REGISTER: for **Returning Families**

- ☑ Sign in with your username and password.
- ☑ Choose student that needs a location; add their grade for the new school year and click "Update Profile". If a student has graduated, select their name & click "Remove Profile".
- ☑ Once profiles are updated, begin ordering.

ORDER & PAY

- ☑ Click "Order" on a calendar day to begin.
- ☑ Make sure all items for all students are in the cart before checking out. Do not close your browser before receiving the confirmation display or your order may be interrupted. **NOTE: If you do not receive an email receipt, your order IS NOT complete.**
- ☑ Pay by Debit or Credit with Visa, MasterCard & Discover.
- ☑ Click "Print Order"  Give your student a copy of the order to keep at school.

IMPORTANT DATES

- Lunch service begins on: **the first day of school, Monday, August 8th**
- 1st SEMESTER order Start date: **Monday, July 11th**
2nd SEMESTER order Start date: **Sunday, November 1st**
- Order End DATE For AUGUST: **Sunday, August 7th at 6 PM**
Order End DATES for SEPTEMBER through MAY: **the 25th day of the PRIOR month (no exceptions)**

HELPFUL INFORMATION

- You can order for one month or the full semester.
- Snack Bar Tickets (20 tickets for \$5.35) are picked up on the first pizza Monday of the month.
- A \$10 annual administration fee added to the first order covers online processing costs. Order Lunches charges a \$1.00 handling fee for any order totaling less than \$10.
- Refunds are given only if orders are cancelled by the 25th of the prior month.

The last day to place an order for August is Sunday, August 7th, 6 pm

Purchasing lunch helps the PSO fund over 20 student and faculty/staff activities!

QUESTIONS: email PSOLunchCoordinator@VeritasPrepAcademy.org
ONLINE SUPPORT: support@orderlunches.com or call 800-381-6511 M-F