



PURCHASE SCHOOL LUNCHES ONLINE AT WWW.ORDERLUNCHES.COM

North Heights Christian Academy is happy to announce that school lunches can now be ordered and paid for online by using orderlunches.com! We are excited to offer this great convenient service for NHCA families.

Who is orderlunches.com?

[Orderlunches.com](http://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.

On or after August 15 registration and ordering will begin for NHCA families to order their School Lunches!

1. Go to www.orderlunches.com and click on **"Sign In"** if returning user or click on **"Register."**
2. **Your School Password is: *nhca176*** and please follow the prompts.

Ordering Schedule: orders must be placed <u>prior to 8:00 AM on day of service</u>	
Cycle Name	Order Start Date
Sept 6 - Sept 30	15-Aug
Oct	15-Sep
Nov	15-Oct
Dec	15-Nov
Jan	15-Dec
Feb	15-Jan
Mar	15-Feb
Apr	15-Mar
May - June	15-Apr

PROGRAM INFORMATION

Daily Lunch or Monthly Plan – Each month there will be "2" tabs on the calendar. Click the tab **"Lunch Daily"** if you want to order lunch, but not every day or Click the tab **"Meal/Milk Plan"** if you want lunch or just milk every day for your child.

Lunches Include: daily lunch with salad, veggie, fresh fruit & milk. The cost has been reduced to \$3.25 daily per child. NHCA is absorbing the service charge for the 2011-2012 school year.

****Note:** when purchasing the **"Monthly Plan (lunch or milk)** please check for field trip dates that may apply to your child. **Monthly Plans applies to all lunch / drink days only.**

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 – Please be sure to add info@orderlunches.com to your email safe list to ensure that you are receiving email notifications such as ordering reminders, important communication, confirmations, password reset, etc.

Food or Order Policy Questions – Please email Jonna Cross at jonna.cross@nhlc.org. Please add your child's name, grade, and "lunch" in the subject line.

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.

Missed Lunches – Please email Jonna Cross at jonna.cross@nhlc.org before 8:00 AM to receive a credit toward your next order.

Late Orders – Late Orders are not accepted. There will be no same day lunch orders allowed after 8:00 AM.

Forgotten/Emergency Lunches – Students should inform the staff member on duty. NHCA will provide a juice box & crackers.

Payment Information – The lunch program accepts payment by Visa, MasterCard, or your debit card with a Visa or MasterCard logo.

- ✓ **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 credit card. Orders that are left in the shopping cart will NOT be processed and your child will not be included on lunch reports if you do not complete your order.

Minimum Order – A minimum \$10.00 order is required for new or changed orders. There will be a \$1.00 handling fee for new or changed orders that total less than \$10.00.

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



View the menu before you order – click the button –



Menu At A Glance

Print your order – click the button –



Print Purchased Items

View your order history – click the "Order History" link on the navigation bar

For navigational support – click on "Help" link on the navigation bar

Thank you for using orderlunches.com!