



Clayton Elementary Hot Lunch Program

Session 2017: January 18 – March 1

Please place hot lunch orders Online using **MunchaLunch.com!**

HOW TO REGISTER:

- 1) To register and access your account, click here <http://munchalunch.com/schools/clayton/> (the system will guide you through).
- 2) After adding your children, click the green “Order Lunch!” button to order.

Note: MunchaLunch supports all web browsers, but they highly recommend using Google Chrome as it is light, fast and is the leading browser in the world. You can download it here: <http://www.google.com/chrome>

ORDERING DETAILS:

- You have the option of ordering for the term, for the month or on a bi-weekly basis. We would encourage you to order for the term as this is the easiest for both you and the PAC to manage.
- The latest you can place an order is one week before the Hot Lunch Day. For example, an order for Wednesday, January 18th, must be placed by Tuesday, January 10th at 11:59pm.**
- If you need assistance with ordering, or do not have access to the internet, please contact Kristy Slade at 604.306.3880 or by email ks.claytonpac@gmail.com**

Please note if your child is ill on a lunch date, you are welcome to come and pick up their lunch but we cannot keep the food for them for the next day. Please make sure to call the office by 11 AM and notify us of the pick up. Consistent with previous years, there are NO REFUNDS as this is a PAC fundraiser. We appreciate your support for our hot lunch program as the funds go towards general fundraising within the school.

MENU AND DATES:

Subway Day – Wednesday, January 18 --- deadline date to submit order January 10 at 11:59pm

Pasta Day – Wednesday, February 1 – deadline date to submit order January 24 at 11:59pm

Pizza Day – Wednesday, February 15 – deadline date to submit order February 7 at 11:59pm

Hot Dog Day – Wednesday, March 1 – deadline date to submit order February 21 at 11:59pm

PAYMENT DETAILS:

Payment options include credit card, cheque, cash, or PayPal. To pay by credit card (Visa and MasterCard accepted) you do not need a PayPal account. To pay by cheque, please make cheque payable to “Clayton Elementary PAC” and return to the school office. Please make sure to add child’s name and order number to ensure payments are posted to your account. To pay via cash, please place it in an envelope with the child’s name and order number to ensure payments are posted to your account. To pay via PayPal, choose pay by credit card where it will then give you the option to pay via PayPal. If your payment is with a PayPal account you have the ability to pay directly from your bank just like using your debit card. You must already have your PayPal account set up to do this.

Payment is required the day after the deadline order date. Without payment, the orders will not be processed. Our suppliers need to be notified of our order one week before our Hot Lunch date.

VOLUNTEERS:

We are always in need of **Volunteers!** There is a volunteer page in the online system where you can checkmark which dates you are available. The lunch coordinator will then contact you with a proposed schedule.

Our thanks to the Clayton Elementary parent community for supporting this important fundraiser and to our wonderful Volunteers who help make this program a success!