

Announcement.



LunchDirect

High quality food, with *Simplified ordering.*

We are honored, and delighted to have been chosen to provide your lunch ordering solution for the *Montessori House for Children & Elementary School*. It consists of a gourmet, child friendly, nutritious catering service (*Road Runner Food Services*) combined with a proven web-based ordering system for 2018.

LunchDirect has been operational for over ten years, and handled over one million lunch orders in schools across the US. The system helps improve operations, while keeping costs down.

This simple, easy-to-use, system allows for ordering 24 hours a day, 7 days a week. New meal calendars are published on-line each month for Standard, Vegetarian and a daily Alternative sandwich option. Most meals are offered at \$4.25 (\$4.75 *large).

With LunchDirect ordering is...

- **Convenient:** order from any location using a web browser (24/7). Orders (including changes and deletions) can be processed up to **Thursday** midnight for the following week, and later.
- **Flexible:** order from a standard, vegetarian or sandwich, color coded menu by selecting the days with your mouse. **Friday** late orders can be processed on-line for a nominal charge.
- **Simple:** intuitive and easy-to-use; created with you in mind. We accept the most popular credit and debit cards [*Visa, Master Card, Discover, and American Express*]. You can review order history at any time, on-line. Our latest feature allows for saving your credit card information to simplify check out.
- **Secure:** no financial data is retained: transactions are *encrypted and processed using a secure connection* through Elavon, one of the top three credit card processing companies. If you elect to save your credit card information, it is done at Elavon. No financial data is saved at Lunch Direct. We cannot be hacked.

There is **no charge** to sign up, and use the system. And, the process is *simple and quick*. We know you will be delighted with our process improvements. You are just a few clicks away from ordering hot, nutritious lunches; simply follow the steps on the following page.

We look forward to *servicing* you and your children.

Respectfully,

James King
Lunch Direct President

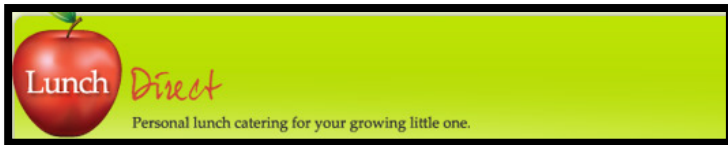
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Lunch Direct Sign-up and Ordering Steps

Initial Family sign-up

- use your browser to go to the web site at **www.lunchdirect.com**



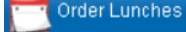


- Select the SIGNUP menu option



- Enter **206250** as the **Registration Key** for **Montessori House for Children & Elementary School**
- Enter your family information for signing in and contact information, and submit the authorization for food service.
- You will then see your **member home page** with your member number (**please record for contacting support**). Select the **No students found. Please [click here to register your first student]** link to enter your first child's information (more can then be entered later).
- Enter your child's information with their **classroom information** (for distribution), select the menu type for first menu presented when ordering.

Additional Students... Enter as many students as needed by repeating the process.

Ordering

- Enjoy the ease of ordering by selecting the Order Lunches menu option  (or the Order calendar icon to the right of the student ). You can change your order **menu type** using the Menu drop down box. The system will retain selections already made. Simply select the lunch you want. It will confirm with a color change.
- When you have completed your selections, simply select the Checkout menu option  and complete the checkout process.
- You will receive an order confirmation. That order is recorded in your member Payment History, with detail for future reference.

Standard
Standard Large
Vegetarian
Vegetarian Large