

Twin Rivers and Castlegar Primary

HOT LUNCH ORDERING **On-Line Registration & Ordering will Begin January 2, 2019**

As we get ready for the second half of school year, it is also time to get the Hot Lunch Program up and running. We will be doing 3 month cycles, once new cycle is posted you have 10 days to fill out online forms and submit order.

Here's how to get started...

- ✓ Go to twinriversandcp.hotlunches.net
- ✓ Click on "Click Here to Register"
- ✓ Enter Access Code **TRHL**
- ✓ Complete the rest of the registration form. (Including your email address will ensure you receive reminder emails about hot lunch order deadlines, and your child's hot lunch order for the upcoming week)
- ✓ Click the "**Register Now**" button at the bottom
- ✓ Follow the instructions to add each child in your family who attends **Twin Rivers or Castlegar Primary** Once your child(ren) are registered, click on "Orders"
- ✓ Proceed to order hot lunch for your child(ren)

IT'S THAT EASY!

Not participating in hot lunch? We encourage you to register even if your child does not participate so that you are able to receive emails and reminders from the School.

PayPal:

We accept hot lunch order payments through PayPal (www.paypal.com).

You can either pay with a credit card as a PayPal guest (Visa, Mastercard or Amex), or set up your own PayPal account.

Cheque:

We ask that you still input your order online and simply print out a 'Remittance Form'. Then send it to the school, along with a single cheque payable to: **Twin Rivers PAC**, in a sealed envelope addressed to PAC.

Cash:

We ask that you still input your order online and simply print out a 'Remittance Form'. Send money to school in a sealed envelope addressed to PAC.

The hot lunch online order system requires a small amount of setup time at the beginning as you must register each child you have attending our school prior to ordering hot lunch. Once the initial setup process is complete, your hot lunch orders for the remainder of the year should be quick and simple.

****Please Note:** Should you experience any issues with your PayPal account, you must contact PayPal directly to solve the issue.

If you have any questions please email me at danicatomlinson@gmail.com