



**Kellman Brown Academy** is happy to announce that school lunches can now be ordered and paid for online by using [orderlunches.com](http://orderlunches.com)! This is a great convenient service for our school families and we are excited to offer this service.

**Who is orderlunches.com?**

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. IT'S THE FAST AND EASY WAY TO ENSURE YOUR KIDS EAT RIGHT AT SCHOOL!

The first order period for September is from **August 16<sup>th</sup> to September 3<sup>rd</sup>**. Please read the following information carefully so your student(s) may participate in the lunch program beginning on the first day of school!

**TO GET STARTED**

1. Go to [www.orderlunches.com](http://www.orderlunches.com) to "register"
2. Complete account information and enter school password: **lion144**
3. Enter student(s) information – and select "**room/teacher/grade**" from the drop down menu.
4. Click "**add student profile**" for each student you are registering and click "**finished**" ONLY after all students are added.
5. Login and click "order" to begin.

**ORDER SCHEDULE**

DATE	ORDER START DATE	ORDER END DATE
9/7/10-9/30/10	8/16/10	9/3/2010
OCT	9/10/2010	9/29/2010
NOV	10/10/2010	10/29/2010
DEC	11/10/2010	11/29/2010
JAN	12/10/2010	12/29/2010
FEB	1/10/2011	1/29/1011
MAR	2/10/2011	2/27/2011
APR	3/10/2011	3/30/2011
MAY	4/10/2011	4/28/2011
JUN	5/10/2011	5/29/2011

**IMPORTANT PROGRAM INFORMATION**

**Menu & Dietary Concerns**

If you have any questions regarding the menu or specific dietary concerns, please contact Call: Susan Aaronson at 856-679-2929 ext. 1720 or email: [saronson@kellmanbrownacademy.org](mailto:saronson@kellmanbrownacademy.org). Please add student's name, grade and "lunch" in the subject line.

**Changes and Cancellations to Your Order**

Changes, additions and cancellations can be made anytime during the ordering period each month. Credits will be applied to your next order. After the order period has closed for the month, no changes or cancellations can be made.

**Missed Lunches** - Please call Susan Aaronson by 5pm day prior to lunch date to receive a credit toward your next order

**Late Orders** - Late Orders are not accepted. Please place your monthly lunch order during the stated ordering period.



**Payment Information** -The lunch program accepts payment by Visa, MasterCard, or your debit card with a Visa or MasterCard logo or personal check.

**Check Payments** - Please make checks payable to: Kellman Brown Academy

You will not be able to make changes or additions during the open ordering period until your check has been received and processed. If you have a balance due from the previous month you will not be able to order any new lunches. To unlock, simply make the appropriate payment and as soon as it's recorded as paid, you can order.

**View the menu before you order** - click on "menu at a glance"

**Print your order** - click on "print my order"

**View order history**- Go to "order history"

**Minimum Order Fee** – A minimum \$10 order at checkout, otherwise \$1.00 fee is charged. If your order change is an even exchange no minimum order fee is applied.

**Thank you for using orderlunches.com!**