

# Prince Charles Parents -

Our Hot Lunch ordering system is going **GREEN!** Instead of filling out a paper order form, you will now place your children's hot lunch orders ONLINE using **MunchaLunch.com!**

With this new system, you'll be able to pay for your orders by credit card (Visa/MC), or cheque submitted to your child's teacher. If you choose to pay by cheque, please make your cheque payable to Prince Charles Elementary PAC and include the name of your child/children in the memo line. (ex: "John Smith hot lunch"). We will no longer be taking cash as payment. Any unpaid orders will be automatically cancelled if payment is not received by the ordering deadline.

## HOW TO REGISTER:

- 1) Go to: <http://www.munchalunch.com/schools/princecharles>
- 2) Click the "**Register Here**" button (as shown below). The system will guide you through.
- 3) After adding your children, click the green "Order Lunch!" button to order.
- 4) Next time, just click the "**Login Here**" button to access your account.



## ORDERING DETAILS:

- If you need assistance with ordering, please contact our hot lunch coordinator – [princecharleshotlunch@gmail.com](mailto:princecharleshotlunch@gmail.com)

Please note: If your child is ill on a lunch date, you are welcome to come and pick up their lunch or ask to have it sent home with a sibling but we cannot keep the food for them for the next day. Consistent with previous years, there are **NO REFUNDS** for missed lunches as this is a PAC fundraiser. We appreciate your support for our hot lunch program as the funds raised go towards upgrading school technology, field trips and other general fundraising within the school.

We are always in need of **Volunteers to help make our hot lunch days run smoothly!** There is a volunteer page in the online system where you can checkmark which dates you are available. You can also just come to the PAC kitchen (beside the library) at noon on our hot lunch day to help distribute lunch.

We are so thankful for our wonderful volunteers who help make our hot lunch days a success!  
We appreciate your patience as we work together to get this new ordering system in place.