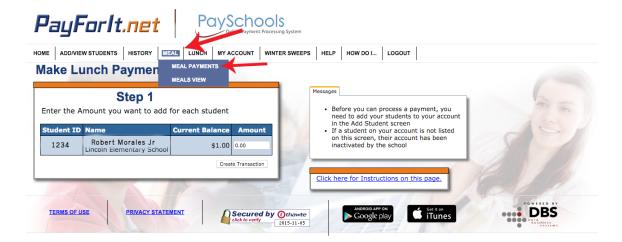
The online lunch program now consists of 2-section process. 1st section involves choosing meals for all weeks available; the 2nd section process involves placing money on account to pay for the meals chosen.

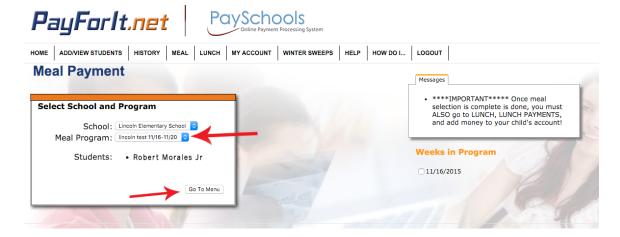
1. login to account at www.payforit.net



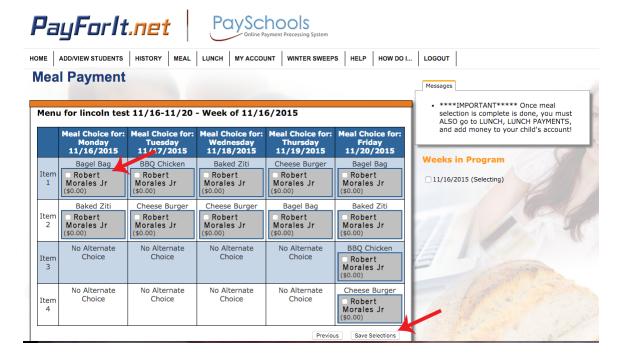
2.Go to MEALS on top, then MEAL PAYMENTS



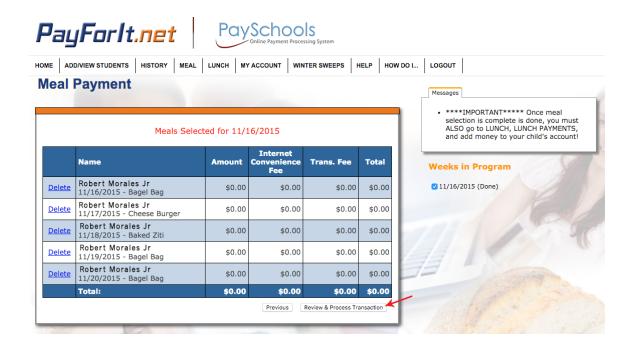
3. In "Meal Program" field, you should see current upcoming month - then hit "Go to Menu"



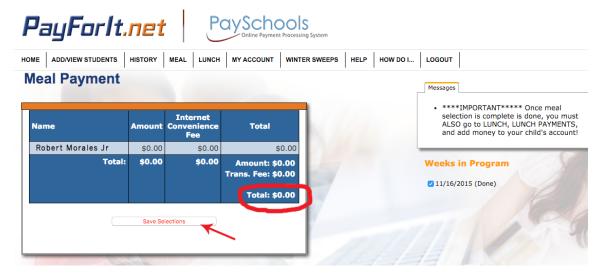
4. Choose one lunch item for each day, then hit "Save Selections"



5. the next screen will show your selections. Please hit "review and process transaction"



6. On the next screen, hit "Save Selections". Whether your student is Free, Reduced or Full Pay, the TOTAL here will always be ZERO, as you are not charged on this screen. This simply saves your meal selections, but does not charge your account or add money to student account.



7. Meals are chosen by month, so 4-6 will be repeated until all weeks are chosen within the month. Once all days are chosen, you will see next step.

8. On the "transaction complete" screen, please choose "return to home screen" at top.

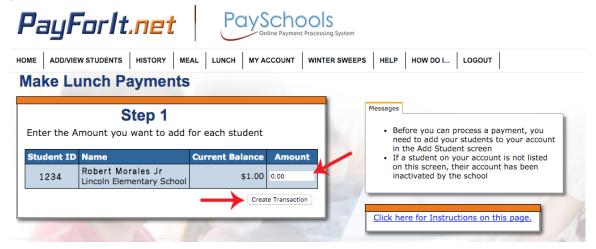


Once meal Selection is complete, if your child's meal status is FREE, you can stop here. If your child's meal status is REDUCED or FULL PAY, you must now fund the student account and proceed to step #9:

9. Choose "LUNCH" on top, then "Make Lunch Payment"



10. This will show your student account and current balance. Please add a \$ amount in the "amount" box. Please make this amount equivalent (or more) than the \$ amount of number of meals chosen. This should be based on your child's meal status, REDUCED or FULL PAY. When the desired amount is placed in the box, hit "create transaction".



11. This screen will allow you to review the amount the amount of money you are placing on account and the fee associated with this transaction based on the payment you choose. Please hit "process payment".



12. You will see "transaction complete" screen. You are now done.