

# orderlunches

## Welcome Joseph Sears Schools - Purchase Marla's School Lunches Online

You can order for the entire session all at one time, order month-to-month, or week-to-week as long as orders are placed by **Thursday each week at 12 pm noon** for the following week's lunch orders.

**REGISTRATION AND ORDERING WILL BEGIN ON: August 19th, FIRST LUNCH DATE: 8/30**

### New Families

1. **GO TO: <https://marlaslunch.orderlunches.com> - (please bookmark this page)**
2. **Click on Register:** Password is: **TJSS288**, add account, profile(s) information (please be sure to register your child in the correct room.)
3. **Sign In** - Welcome page displays with Program Info (Order Schedule, Rules etc.)
4. Click Order at Top of Nav Bar
5. Click the Order link on the calendar to begin –First Date is: 8/30
6. Check out & pay – Please be sure to complete the checkout process. Do not close your browser prior to receiving the confirmation display or your order may be interrupted and not fully processed. Items left in your shopping cart will not be processed and your order will not be placed.

### Returning Families from the School Year

1. **GO TO: <https://marlaslunch.orderlunches.com> - (please bookmark this page)**
2. Sign In with your username & password
3. Choose student that needs location, add their grade for the new school year & click "update profile"
4. If a student has graduated, select their name & click "remove profile"
5. Once all profiles are updated – Click on the Order link to begin ordering.

**LUNCH PROGRAM QUESTIONS** for questions regarding Food or Policy, including Missed/Late Orders, Credits, and Changes/Cancellations, please call **Marla at 312-320-4049**

**TECHNICAL SUPPORT** If you have trouble placing an order online, please email [support@orderlunches.com](mailto:support@orderlunches.com).

**PAYMENT INFORMATION** The program accepts payment by Debit Card or Credit Card: Visa, MasterCard & Discover. **We are now accepting payment by CHECK to avoid processing fees. Please note: we must receive payment for you to change, cancel, or place new orders.**

**Thank you for participating in our School lunch program!**