



Welcome back Willows Academy

REGISTRATION AND ORDERING WILL BEGIN ON August 1, 2019

WEEKLY ORDER LOCKOUT is every Monday at 12:00 PM Noon.

FOR NEW FAMILIES

1. **GO to: www.marlaslunchordering.com** (bookmark that page)
2. **Click on Create an Account** and use the School Password: **STS305**
3. **After Registration, Sign In** with your username & password
4. **To begin ordering click on any calendar date** – First Lunch Date is: **August 26**

RETURNING PARENTS

1. **Go To: www.marlaslunchordering.com** - (please bookmark this page)
2. **Sign In** with your username & password - same as last year
3. **Click on student that needs updated location (in right column), choose their grade for the new school year from drop down menu & click “update profile”**
4. **If a student has graduated, click on their name from right column & click “remove profile”**
5. **Once all profiles are updated you can begin placing orders!**

FIRST LUNCH DATE: Monday, August 26

To receive lunch the first week, orders must be placed by Monday, August 19 at 12:00 PM Noon.

PAYMENT INFORMATION The program accepts payment by Debit Card or Credit Card: Visa, MasterCard & Discover and ACH/E-Check Program

PROGRAM INFO – *Order weekly, monthly, or for the entire session!*

- **FOOD OR POLICY INFO: (Missed/Late Orders, Credits, and Changes/Cancellations):**
Marlaslunchinfo@gmail.com or call **224-269-0068** and we'll get back to you right away.
- **TECHNICAL SUPPORT (help navigating the site):** email support@boonli.com

(Please do not contact Willows Academy as they are not able to assist you with the lunch orders.)