

Walter Lee Elementary 2022-23 Hot Lunch Program

Hello Lee Families!

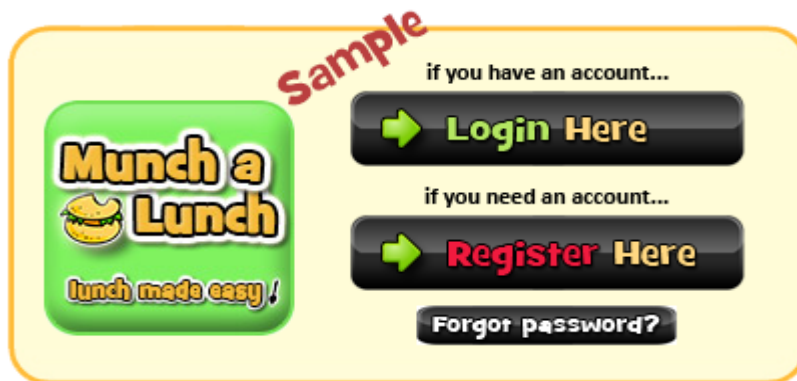
Our ordering system is **GREEN!** Instead of filling out a paper order form, parents place their student(s) hot lunch order online using **MunchaLunch.com**

You can pay for your orders online by **credit card** (Visa/Mastercard/Prepaid Credit Card/Visa Debit/Mastercard Debit).

FIRST HOT LUNCH (JAPANESE) is THURSDAY SEPT 29th/DEADLINE TO ORDER AND PAY IS FRIDAY SEPT 23rd
HOT LUNCH (SUBWAY) THURSDAY OCT 13TH / DEADLINE TO ORDER & PAY IS THURSDAY OCT 6TH
HOT LUNCH (FUSION PIZZA) THURSDAY OCT 27TH / DEADLINE TO ORDER & PAY IS THURSDAY OCT 20TH
MORE DATES AVAILABLE SOON...

HOW TO REGISTER:

- 1) Go to: <https://munchalunch.com/schools/walterlee>
- 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:

- Online ordering is now OPEN!
- Please update the Grade & Division for each student in the system prior to placing your first order for all returning parent(s)/guardian(s).
- PAC incurs transaction fees with the new system. Please consider placing multiple hot lunch orders at once. Thank you for helping PAC keep costs low!
- If you spread out your orders, deadlines for order submission and payment are 7 days before the date of the hot lunch (e.g., if hot lunch is on Thursday, Oct 13th, deadline is Thursday, Oct 6th).
- Payment must accompany all your orders. If payment is not made by the order deadline, the order is automatically cancelled in the system. A payment extension request must be approved prior to the deadline date by contacting PAC at LeeElementaryPAC@gmail.com.
- If you need assistance with your order, please email the PAC team at LeeElementaryPAC@gmail.com
- If you do not have access to the internet, please contact Ms. Hsieh at the school office.

If your child will be away for a hot lunch date, please notify PAC by email *right away*, or please consider donating the lunch to a child who does not have a lunch. There will be NO refunds as this is a PAC fundraiser. We appreciate your support for our hot lunch program, and thank you for understanding.

VOLUNTEERS NEEDED:

We are looking for Volunteers. If you are available on Hot Lunch Day, please click the **“Volunteer”** option when completing your order or email the PAC team at LeeElementaryPAC@gmail.com. Everyone is welcome!