



Schoolhouse Fare partners with your school to provide a secure, fast, and easy-to-use online ordering system that allows you to order from a variety of nutritious lunch menus – all transfat free and fresh made-to-order. You can order, pay and manage your student lunches on the web.

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St Joseph - REGISTRATION AND ORDERING WILL BEGIN ON - August 10 , 2020

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GO TO: [HTTPS://ORDERS.SCHOOLHOUSEFARE.COM](https://orders.schoolhousefare.com) - (please bookmark this page)

#### REGISTRATION NEW PARENTS

- ☑ Click *Create an Account*
- ☑ School Password is: **STJOE**
- ☑ Follow the prompts to complete registration and add students
- ☑ Click the Home/Order link on the nav bar to begin placing your orders

#### REGISTRATION RETURNING PARENTS

- ☑ Sign In with your username & password
- ☑ Update student info by add their grade for the new school year & click “update profile”
- ☑ If a student has graduated, select their name & click “remove profile”
- ☑ Once all profiles are updated – Click on the Home/Order link to begin ordering.

#### ORDERING

- ☑ Lunch Service starts on **Tuesday, August 25, 2020**
- ☑ Check out & pay - Please be sure to complete the checkout process when placing an order. **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 place
- ☑ Ordering for more than 1 person? Please be sure to add all items for your student(s) into the shopping cart **BEFORE** checking-out.
- ☑ if the **TOTAL transaction** is less than \$10.00, a \$1.00 processing fee will be applied to the order. The total transaction could be for more than one day and for more than one student
- ☑ Print your order – Click “View/Print Order” at the top of the monthly calendar

**ORDERING DEADLINES:** The order deadline for full lunch menu is 5 days prior to the lunch delivery date. In addition, we offer a late order menu which is open until noon the day prior to the delivery date.

**LUNCH PROGRAM QUESTIONS AND TECHNICAL SUPPORT:** For questions regarding Food or Policy, including Missed/Late Orders, Credits, and Changes/Cancellations, please email [info@schoolhousefare.com](mailto:info@schoolhousefare.com) or call 843-297-8030, and we'll get back to you right away.

**CREDITS:** Any remaining credits from the 2019-2020 school year will be carried over to the 2020-2021 school year. For school closings due to weather or other unforeseen reasons, the lunch orders are cancelled and accounts are credited. If a student is sick or will not be at school on the day they have pre-ordered, Schoolhouse Fare requires cancellation notification 24 hours in advance to issue a credit.

**PAYMENT INFORMATION** The program accepts payment by Debit Card, Credit Card: Visa, MasterCard & Discover or Personal Check. Check Payments made payable to: *Schoolhouse Fare* and send to 919 Kushiwah Creek Drive, Charleston, SC 29412

*Thank you for participating in the Schoolhouse Fare lunch program!*

[info@schoolhousefare.com](mailto:info@schoolhousefare.com)

843-297-8030