

# Vancouver College Elementary School Hot Lunch Program

## Hello Elementary School Parents!

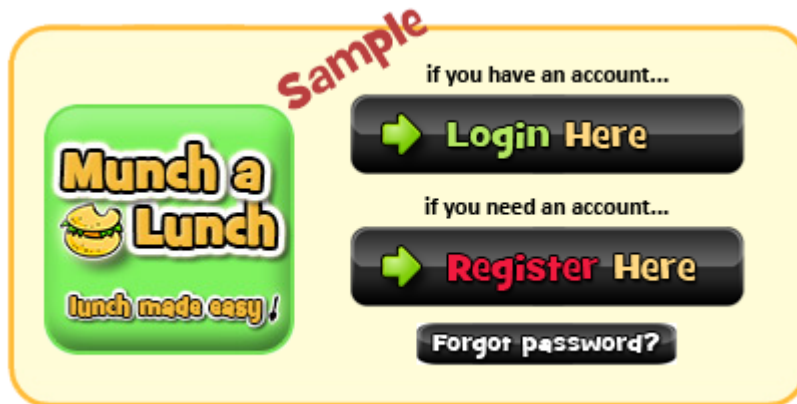
Canuel Caterers is happy to continue offering our online lunch ordering system through [MunchaLunch.com](https://munchalunch.com)!  
You can pay for your orders online by credit card (Visa/Mastercard) at the time of your order submission

**The site will be open for ordering on September 8<sup>th</sup>, 2022**

**First day of hot lunch delivery service is September 12<sup>th</sup>, 2022**

### HOW TO REGISTER:

- 1) Go to: <https://munchalunch.com/schools/vancollegeelem>
- 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. Please try to pre-order as many lunches as you can, where you make one payment for all the lunches (as we have to pay transaction fees for each payment made).
- 4) Next time, just click the “**Login Here**” button to access your account.



**Note to returning parents upon first login.** Returning parents will see this message: “Welcome to the 2022-23 school year, please update your child’s grade/teacher/div BEFORE ordering”. The system requires the parent to complete this step before they can order.

### ORDERING DETAILS:

- Online ordering will be OPEN until 8:00am the day of the lunch service. You can place orders 2 weeks in advance which is great to avoid any last-minute orders after the deadline.
- If you need assistance with ordering, or do not have access to the internet, please contact Kathy Russo from Canuel Caterers at [kathy@canuelcaterers.ca](mailto:kathy@canuelcaterers.ca)

**Please note:** If your child is ill on a lunch day then you must email [kathy@canuelcaterers.ca](mailto:kathy@canuelcaterers.ca) BEFORE 7:00am the day of the lunch to receive a credit. Please include your child’s name and order # in that email. Your account will receive a credit and the system will automatically apply the credit to the next order you create. There are NO REFUNDS.

**Please remember** orders must be paid for immediately at the time of submission for the kitchen to receive your lunch request and avoid your child not having a meal. Unpaid orders will not be processed.