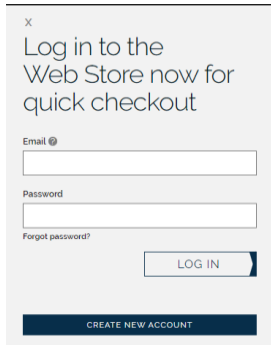


DISTRICT 28 WEB STORE ONLINE PAYMENT GUIDE

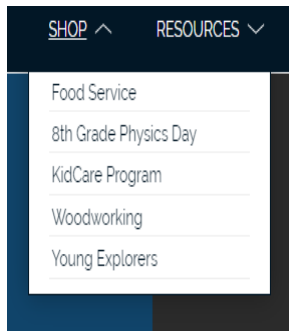


- Visit the Web Store Online Payment page on the NBJH website: <https://northbrook28.revtrak.net/>

Log in or create a new account to expedite your checkout experience.

New Customer: Click Create a New Account. Complete the new account form. The email provided will be used to log in for subsequent visits and will receive order confirmations.

Existing Customer: Provide the email address and password established when you created an account. Click **Log In**.



- Click **Shop** to browse by category or click the block to make payment.
- Select an item to purchase. Example: Food Service to add money to your family lunch account.
- You can make multiple purchases by adding items to your cart. You are charged a \$1.50 service card per transaction.

Making a Lunch Payment:

- Click **FOOD SERVICE**
- Enter your Family ID & Password for your Family Account that was assigned at the start of the school year.
- Family information will appear and Click **Make One-Time Payment**.
- Follow the prompts and Click **ADD to Cart**. From here you can Click **CONTINUE SHOPPING** or Click **CHECKOUT**.

Review & Verify your cart:

- Verify all information before placing your order.
- Verify your billing address. Click Edit next to billing or payment method if an update is needed.
- Review your items and Click **PLACE ORDER**.

Order Confirmation:

- Review the order confirmation page.
- Print the receipt and save as a PDF.

