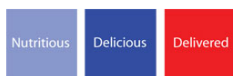


Express Lunch Box at Saint Ann's Academy

Quick Reference Guide for using ExpressLunchBox.com



What is Express Lunch Box? Express Lunch Box is a faster, simpler way to make sure your students have a nutritious, proportionate meal for lunch time while at school. Services offered via the website include: easy and straightforward Online Payments, helpful menu descriptions, and individual virtual account recognition and management.

PURCHASE LUNCHES ONLINE AT WWW.EXPRESSLUNCHBOX.COM TODAY! WE DELIVER TO YOUR SCHOOL!

Here is how to sign up!

1. Go to www.expresslunchbox.com, and you can see up to 4 places on the main page to register for the first time:

“Click here to get started” in the poster held by the students

“Click Here to Get Started” on the home page in the middle of the page

“Sign Up” from the upper toolbar inside the blue border (small text)

“Sign Up” from the bottom navigation bar above the Disclaimer (small text)

2. Enter your contact information and click “Submit.”

3. Enter the student's information that you are registering (each child should be entered separately) and be sure to follow the same capitalization/ punctuation exactly each time. The School Code for St Ann's Academy is ELB99. Click “Submit” after all the information is added.

PAYMENT INFORMATION – Credit/Debit card payments through the secure expresslunchbox.com system are accepted.

TECHNICAL QUESTIONS – You may call or email the office during regular business hours with any online ordering questions; phone: (410) 363-2346 or suzanne@garrisoncatering.com.

MENU SCHEDULE - Menus will be dynamically updated online frequently.

OTHER IMPORTANT INFORMATION

- . Only hit the Submit Button one time. Be sure to allow processing time.
- . Orders that are left in the shopping cart will NOT be processed.
- . Changes/Cancellations that result in a credit will be applied to your next order.

FOOD SERVICE QUESTIONS - Please contact: Suzanne Wilson at suzanne@garrisoncatering.com. Please add your child's name, grade and “lunch” in the subject line.

Thank you for using [Express Lunch Box](http://ExpressLunchBox.com) online at ExpressLunchBox.com!
