

# Katzie Elementary Hot Lunch Program



Welcome! MunchaLunch is NOW OPEN  
 "Winter/Spring Session, 2017"



**\* PAYMENT DUE AT TIME OF ORDERING \***

<b>OPA DAY</b> (**PLEASE NOTE QUICK CUT OFF**) Friday Jan 13 <sup>th</sup>	Ordering for OPA closes <b>MONDAY JAN 9<sup>th</sup></b>
<b>SMOOTHIE TREAT DAY</b> (**PLEASE NOTE QUICK CUT OFF**) Tuesday Jan 24 <sup>th</sup>	Ordering for <b>Booster Juice Smoothies</b> closes <b>TUESDAY JAN 10<sup>th</sup></b>
<b>BOOSTER JUICE &amp; YAKKO SUSHI DAY</b> Friday Feb 3 <sup>rd</sup>	Ordering for <b>Booster Juice &amp; Yakko Sushi</b> closes <b>Friday Jan 20<sup>th</sup></b>
<b>CANDY BAG TREAT DAY</b> Wednesday Feb 15 <sup>th</sup>	Ordering for <b>Candy Bags</b> closes <b>Wednesday Feb 1<sup>st</sup></b>
<b>COBS &amp; MING-N-SING DAY</b> Friday Feb 24 <sup>th</sup>	Ordering for <b>Cobs &amp; Ming-N-Sing</b> closes <b>Friday Feb 10<sup>th</sup></b>
<b>TIMBITS TREAT DAY</b> Thursday Mar 9 <sup>th</sup>	Ordering for <b>Timbits</b> closes <b>Thursday Feb 23<sup>rd</sup></b> **LIMITED EXTRAS may be available for purchase on the day***
<b>SUBWAY &amp; MENCHIES DAY</b> Friday Mar 31 <sup>st</sup>	Ordering for <b>Subway &amp; Menchies</b> closes <b>Friday Mar 17<sup>th</sup></b>
<b>HOT CROSS BUNS DAY</b> Thursday Apr 13 <sup>th</sup>	Ordering for <b>Cobs Hot Cross Buns</b> closes <b>Thursday Mar 30<sup>th</sup></b> **LIMITED EXTRAS may be available for purchase on the day***
<b>HOTDOG DAY</b> Friday Apr 28 <sup>th</sup>	Ordering for <b>Hot Dogs</b> closes <b>Friday Apr 14<sup>th</sup></b>
<b>KERNALS POPCORN TREAT DAY</b> Tuesday May 9 <sup>th</sup>	Ordering for <b>Timbits</b> closes <b>Tuesday Apr 25<sup>th</sup></b> **LIMITED EXTRAS may be available for purchase on the day***
<b>MEMPHIS BLUES &amp; JUGO JUICE DAY</b> Friday May 26 <sup>th</sup>	Ordering for <b>Memphis Blues &amp; Jugo Juice</b> closes <b>Friday May 12<sup>th</sup></b>
<b>CINNAMON BUN DAY</b> Tuesday Jun 6 <sup>th</sup>	Ordering for <b>Cobs Cinnamon Buns</b> closes <b>Tuesday May 23<sup>rd</sup></b> **LIMITED EXTRAS may be available for purchase on the day***
<b>(SPORTS DAY) PANAGO PIZZA DAY</b> Friday Jun 16 <sup>th</sup>	Ordering for <b>Panago Pizza</b> closes <b>Friday Jun 2<sup>nd</sup></b>
<b>MENCHIES TREAT DAY</b> Thursday Jun 22 <sup>nd</sup>	Ordering for <b>Menchies</b> closes <b>Thursday Jun 8<sup>th</sup></b> **LIMITED EXTRAS may be available for purchase on the day***

**\*\*CASH PAYMENTS NO LONGER ACCEPTED:** Due to policy and procedure changes with money handling we are no longer able to accept cash payments.\*\*

*Payment is due at time of ordering. Order all lunches & treats at once, or as you go. Payments can be made securely online with credit card or by PayPal, or you may drop off cheque payments DIRECTLY TO THE ADMIN OFFICE, clearly marked with your **ORDER NUMBER, CHILDS NAME and DIVISION**. Payments **MUST BE RECEIVED** no later than 2pm cutoff day - **NO EXCEPTIONS!***

# Are you new to HotLunch?

Our ordering system is **GREEN!** Instead of filling out a paper order form, parents place hot lunch orders Online using **MunchaLunch.com**

Sign up for the school's email notifications, log in to Twitter, find the Katzie Elementary PAC page on Facebook and/or get the Surrey Schools App for all future notifications of Hot Lunch days.

## HOW TO REGISTER FOR MUNCHALUNCH – it's easy!:

- ➔ Go to the school website : <https://www.surreyschools.ca/schools/katzie>
- ➔ Click the "**Register Here**" button. The system will guide you through
- ➔ After adding your children, click the green "Order Lunch!" button to order
- ➔ Next time, just click the "**Login Here**" button to access your account.

### **IMPORTANT: ORDERING & PAYMENTS**

You can pay for your orders by credit card *OR* Paypal account *OR* cheque

Ordering and payments are a **2 step process**. You will receive a confirmation email when you have placed your order. **You will receive a second confirmation email when payment is processed**. If you receive reminder emails requesting payment for your order it is because your account is not paid and you should contact [katziehotlunch@gmail.com](mailto:katziehotlunch@gmail.com) immediately if you have made a payment. Outstanding accounts result in unpaid orders which are not recognised in the reporting system for the Vendors, therefore are automatically cancelled out.

Cheques are to be made payable to: **Katzie Elementary PAC**

ALL cheque payments should be clearly labelled with:  
student name **AND**, division number **AND**, order confirmation number

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If you need assistance with ordering please email the Hot Lunch Committee at [katziehotlunch@gmail.com](mailto:katziehotlunch@gmail.com) or, if you do not have access to the internet, please leave a message with the school admin office.

Ensure your student knows what they are to receive with their order. If for some reason it is incorrect, student needs to see us immediately in the kitchen so we can sole error. Orders are triple checked before it leaves the kitchen correctly.

If your child is ill on a hot lunch date, we welcome you to come and pick up their lunch at lunch time (12:00pm). Failure to collect lunch will result in lunch being given to another student or thrown out. Sorry, we cannot keep lunches.

Orders can be cancelled up until close date for each individual Hot Lunch date. Any payment received will sit as a credit on your account for future use. Orders cannot be cancelled after cut off date as items have already been ordered from vendor.

There are **NO REFUNDS** as this is a PAC fundraiser. We appreciate your support for our Hot Lunch Program as we build funds for our school and provide a lunch for our students in need.

Our thanks to the Katzie Elementary parent community for supporting this important fundraiser and to our wonderful volunteers who help make this program a success! Please keep in mind, the HotLunch Committee are busy VOLUNTEERS and do their best to ensure quality products are delivered on time with minimal error. If you have any questions, concerns or suggestions, please email [katziehotlunch@gmail.com](mailto:katziehotlunch@gmail.com) we'd love to hear from you.