



Great News!

Online Meal Payments Now Available

Dear Parent/Guardian,

Your school has selected EZ School Apps for their school lunch management software. This product offers the school a safe and secure way to pay for student meals online from any browser using EZ Parent Center (www.ezparentcenter.com).

After signing up you will have the opportunity to:

- Use your credit card to deposit money into your student(s) account anytime from anywhere using any browser.
- View your student's account balances 24/7.
- Track your student's payments and purchases.
- Receive notifications when your student's account balance is low.

The convenience fees for the use of a credit or debit card are:

- \$1.95 for any deposits \$50 or under
- 2.90% + \$0.30 for any deposits over \$50

Please follow the attached directions to setup your account today. Enjoy the convenience of online payments and the view of your student's account 24/7.

EZ Parent Center Directions Parent Sign Up and Meal Payments

Parents should contact your school (or caterer) when any type of support is needed. You can use the following link https://www.ezparentcenter.com/Site/EZParentCenter_Contact.aspx to reach them.

Follow the instructions below to determine if your parent account has been setup for you.

Parent Password Setup or Returning Parent Who Used EZ School Lunch POS the Previous School Year

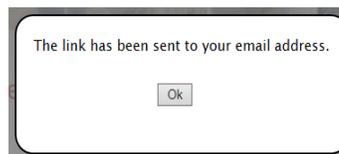
1. Go to www.ezparentcenter.com .
2. If you are a returning parent and remember your email address and password just login. If not...
3. Click on Forgot Password.



4. Enter your email address uploaded by the school or from the previous year.

A screenshot of a 'Forgot Password' form. It has a title 'Forgot Password' and an 'Email:' label followed by a text input field. Below the input field are two buttons: 'Cancel' and 'Send Password'.

5. Click on Send Password.
6. If you get this popup, click OK and simply go to your email account.



7. Click on the link to reset your password.

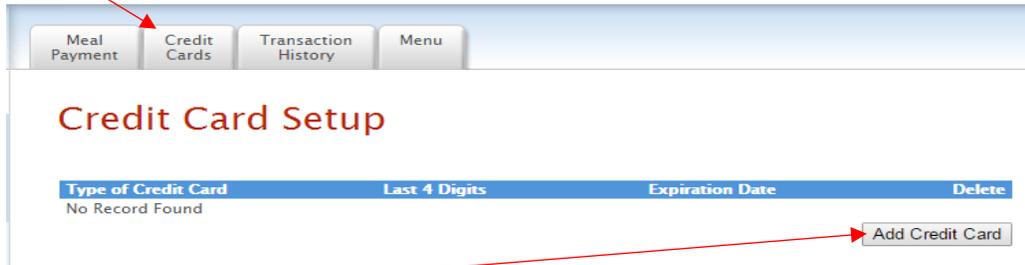
Login

1. Go to www.ezparentcenter.com .
2. Login using your email address and password.

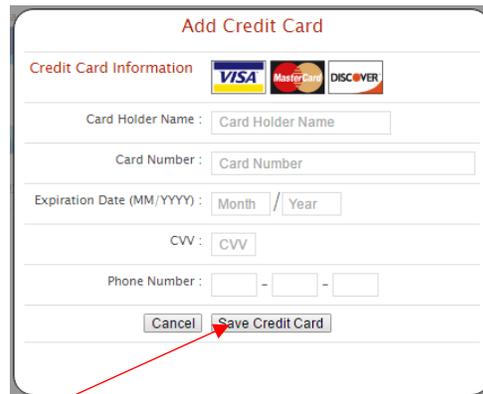


Adding a Credit Card

1. The credit card information that you will be submitting here will be stored and processed by Paypal. You do not need to create an account with Paypal to use.
2. Click on the Credit Cards tab.



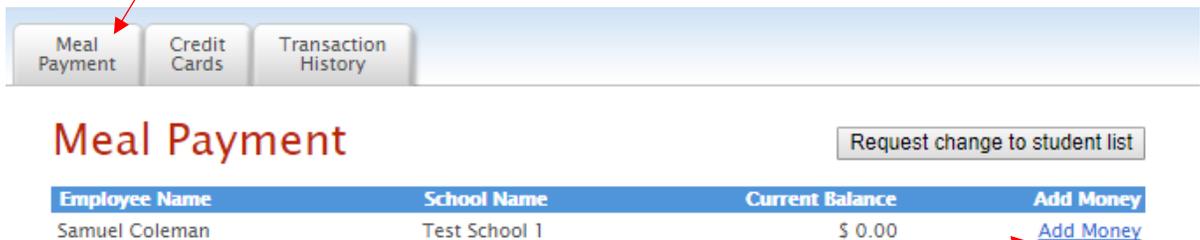
3. Click on Add Credit Card.



4. Add the above information about your credit card.
5. Click Save Credit Card.
6. For safety and security, the only numbers saved on our site are the last four digits of the credit card.

Using Your Credit Card to Add Money

1. Click on the Meal Payment tab.



2. Click on Add Money. If you have more than one student, make sure you choose the correct student name.

- Use the dropdown to choose the credit card.

Add Money

Payment Option: **MasterCard-4444** ▼

Amount to Add: **40.00** ▼ Choose specific amount

Convenience Fee: **\$1.95**

Total Amount: **\$41.95**

The credit card charge for this transaction will show as "EZ School Apps" on the credit card statement. If you dispute this credit card transaction the "charge back" fee of \$15 imposed by the bank will be billed to the school. The payment may show as recurring on your bill but you can ignore this.

- Use the dropdown to choose the amount to add.
- Click on Add Amount.
- You will get the following popup box when the transaction is successful.

The credit card transaction was successful.
 Money has been successfully moved to your child's account.
 Thank you.

- If your credit card is declined, there is nothing we can do. We suggest you try a different credit card or call your credit card company to discover what is the issue.**

OR

- Click on Choose specific amount if you want to add a specific funds to your student's account.

Add Money

Payment Option: **MasterCard-4444** ▼

Amount to Add: **55.00** ▼ Choose specific amount

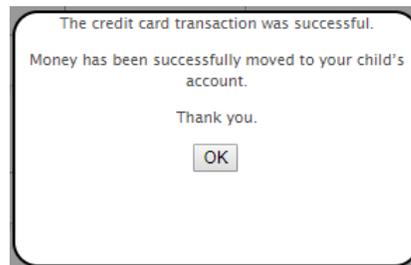
Convenience Fee: **\$1.95**

Total Amount: **\$56.95**

The credit card charge for this transaction will show as "EZ School Apps" on the credit card statement. If you dispute this credit card transaction the "charge back" fee of \$15 imposed by the bank will be billed to the school. The payment may show as recurring on your bill but you can ignore this.

- Type in the specific amount you want to add.
- Click Add Amount.

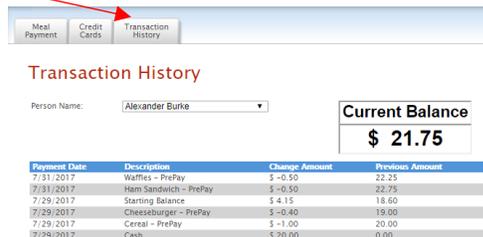
11. You will get the following popup box when the transaction is successful.



12. If your credit card is declined, there is nothing we can do. We suggest you try a different credit card or call your credit card company to discover what is the issue.
13. The credit card charge for this transaction will show as "EZ School Apps or EZ School Lunch or EZ School Payment" on the credit card statement. If you dispute this credit card transaction the "charge back" fee of \$15 imposed by the bank may go to the school.

Transaction History

1. Click on the Transaction History tab to see a current history of your student's payments and purchases.



Payment Date	Description	Change Amount	Previous Amount
7/31/2017	Waffles - PrePay	\$ -0.50	22.25
7/31/2017	Ham Sandwich - PrePay	\$ -0.50	22.75
7/29/2017	Starting Balance	\$ 4.15	18.60
7/29/2017	Cheeseburger - PrePay	\$ -0.40	19.00
7/29/2017	Cereal - PrePay	\$ -1.00	20.00
7/29/2017	Cash	\$ 20.00	0.00