Placing An Order on Hotlunch.com

Create your account on Hotlunch.com Add your child(ren)

You are now ready to place an order.

Check out the video link Placing an order and/or follow the instructions below for details.

- 1. Click on the Orders Tab on the left Navigation Menu
- 2. Click "New Order" from the sub menu
- 3. Then click "ORDER" to the right of the name of the child for whom you are placing your order

LOYOLA MARYMOUNT UNIVERSITY					-•
	Children				
Kashif Ansari	NAME	E. CAMPUS	GRADE	CLASSROOM	
A Home	٩	All	All	4	
Z Children	AL	Main Campus	1st Grade	Classroom Alpha	ORDER
Now Order	ТЗА	Loyola Law School	к		ORDER
My Orders	ТЗА	Main Campus	1st Grade	Classroom Beta	ORDER
Unconfirmed Orders	Test two Ansari	Main Campus	2nd Grade	Mr. Gates	ORDER
Calendar					
Lunch Card					10 25 50 100 300
Transaction History					
Support					

Following the steps above will bring you to a list of menu(s) available for your child.

• Select the appropriate menu and click "ORDER" against that particular menu on the extreme right.

L	DYOLA MARYMOUNT UNIVERSIT	Y				•••
Ø		Children / Menus				
Kas	hif Ansari 🦾 🧰 🏦	TITLE	E DESCRIPTION	MEAL PLANS		
A	Home	Q		All	4	
21	Children	Christmas Main Campus			-	ORDER
Ē	Orders -	February 2017				00050
	New Order		'Description'			ORDER
	My Orders	March 2017	Place orders			
	Unconfirmed Orders	November 2016				ORDER
	Calendar					
	Lunch Card					10 25 50 100 300
\$	Transaction History					
ŝ	Add Credit					
0	Support					

Following the step above you are now at the Menu screen in calendar format. You can click the select + sign next to the item you want to order.

Once done with your selections you can click CHECKOUT on the top right corner to pay for your order.

LOYOLA MARYMOUNT UNIVERSITY					-•		
Kashif Ansari	March 2017 Place orders Select a Meal Plan À La Carte	4		0.00 \$	* VIEW CART SAVE DRAFT CHECKOUT		
A Home	ORGER FIRST ITEM EVERYDAY						
22 Children							
🗧 Orders —			NIARCH 2017		TODAT		
New Order	Mon	Tue	Wed	Thu	Fri		
My Orders			1	2	3		
Unconfirmed Orders							
Calendar	6	7	8	9			
Lunch Card	13 Roast Beef Sandwich - \$7	14 Roast Beef Sandwich - \$7	15 Roast Beef Sandwich - \$7	16 Roast Beef Sandwich - \$7	17 Roast Beef Sandwich - \$7		
Transaction History	— • +	— • +	— 0 (+	— 0 +	— • +		
Č Add Condit	Meat Treat Pizza - \$7	Meat Treat Pizza - \$7	Meat Treat Pizza - \$7 - 0 +	Meat Treat Pizza - \$7 - 0 +	Meat Treat Pizza - \$7		
5 Add clear	Peoperoni Pizza - \$7	Pepperoni Pizza - \$7	Peoperoni Pizza - \$7	Peoperoni Pizza - \$7	Peoperoni Pizza - \$7		
Ø Support	— • +	— • +	— • +	— • +	- • +		
	Cranberry Delight - \$7	Cranberry Delight - \$7	Cranberry Delight - \$7	Cranberry Delight - \$7	Cranberry Delight - \$7		
	Pepsi - \$3	Рерві - \$3	Pepsi - \$3	Pepsi - \$3	Pepsi - \$3		
	— • +	(-) 0 (+)	(-) 0 (+)	(-) 0 (+)	— • +		
	Banana Chocolate Milkshake - \$7	Banana Chocolate Milkshake - \$7	Banana Chocolate Milkshake - \$7	Banana Chocolate Milkshake - \$7	Banana Chocolate Milkshake - \$7		
	20	21	22	23	24		
	Roast Beef Sandwich - \$7	Roast Beef Sandwich - \$7	Roast Beef Sandwich - \$7	Roast Beef Sandwich - \$7	Roast Beef Sandwich - \$7		
	- • +	- • +	- • +	- • +	- ° +		

On the payment screen select "PAY INVOICE" and complete the payment process by following the instructions.



Placing an order for multiple children

Please see the video below for directions on how to order for multiple children on <u>Hotlunch.com</u>



Orders must be placed by noon (12:00 PM) the day prior. Orders may be changed/edited up until noon (12:00PM) the day prior.