



## Ordering your Child's Lunch via ParentsWeb

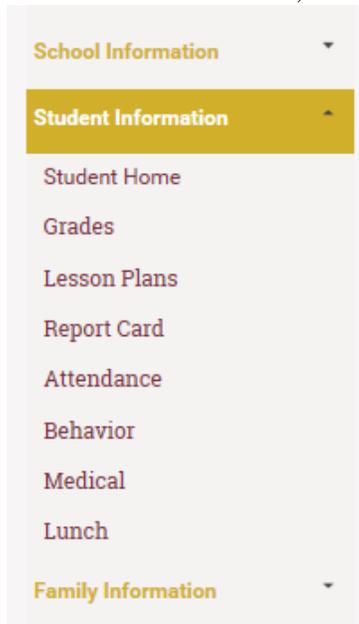
As Covenant continues to offer valuable services to our families, remember we offer parents the option of ordering their child's lunch online, as well as adding funds to their lunch accounts.

### 4 Simple steps to order lunch for your child

1. Log into ParentsWeb

Visit [www.renweb.com](http://www.renweb.com) and click 

2. Choose **Student Information**, then **Lunch**



3. Select Child

To the Right of the Calendar press button **Create Web Order**



- Fill in desired quantities in QTY column for selected child and days and press button **Order Items** (at bottom of page) when finished

Grand Total

- Repeat for each child

**Lunch Ordering for Lucy**

LUNCH ITEM	PRICE	QTY	TOTAL
<b>Lunch Items for Monday 08/31/2009</b>			
Void	0.00	0	0.00
PK-4 HL:Chicken Cordon Bleu/corn	4.00	0	0.00
PK-4 Baked Potato Meal	4.00	0	0.00
PK-4 Chef Salad Meal	4.00	0	0.00
PK-4 Chicken Caesar Salad Meal	4.00	0	0.00
PK-4 PB Sandwich Meal	4.00	0	0.00
PK-4 PBJ Sandwich Meal	4.00	0	0.00
PK-4 Ham Sandwich Meal	4.00	0	0.00
PK-4 Ham/Cheese Sandwich Meal	4.00	0	0.00

When ordering for multiple children please realize even though you have chosen one child the order form will display options for all children, one after the other. (see example below)

**LUNCH ORDERING**

**Lunch Ordering for Trainee1**

LUNCH ITEM	PRICE	QTY	TOTAL
<b>Lunch Items for</b>			
Sub Total for			0.00
Total for Trainee1:			0.00

**Lunch Ordering for Lucy**

LUNCH ITEM	PRICE	QTY	TOTAL
<b>Lunch Items for</b>			
Sub Total for			0.00
Total for Lucy:			0.00

**Lunch Ordering for Luke**

LUNCH ITEM	PRICE	QTY	TOTAL
<b>Lunch Items for</b>			
Sub Total for			0.00
Total for Luke:			0.00

Grand Total

**Important Notes**

- Hot lunches** – Hot lunches are now designated with a HL:entrée/side for each day. Which means you will only see the hot lunch item that is available on that day when ordering (Example: PK-4 HL:Chicken Nuggets/FF) Note: hot lunches still come with other items but only the main entrée and main side are listed

- Lunch items that include the word “Meal” include a drink and dessert

Put Funds in Your families lunch account via ParentsWeb

### Putting funds in your families lunch account

We offer the ability to put money into your child’s/families lunch account via check only at this time.

1. Log into ParentsWeb

Visit [www.renweb.com](http://www.renweb.com) and click



2. Choose **Family Information**, then **Family Billing**



3. Next to **Lunch** Account chose **PayNow**

FAMILY BILLING			
Account	Balance	Details	PayNow
CHILDCare	\$0.00	Details	
LUNCH	\$0.00	Details	PayNow
Total	\$0.00		

4. Enter Payment amount

LUNCH	2010-2011	(\$96.00)	\$ 100.00
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5. Click **PayNow** button (at bottom of page)

6. Fill in required information with the eCheck Provider

- a. And follow the instructions on the page to process your payment

Note: payment amounts may take several hours to show up in your Parentweb’s account balance but all funds added before 5pm will appear the same day.