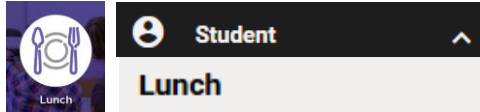




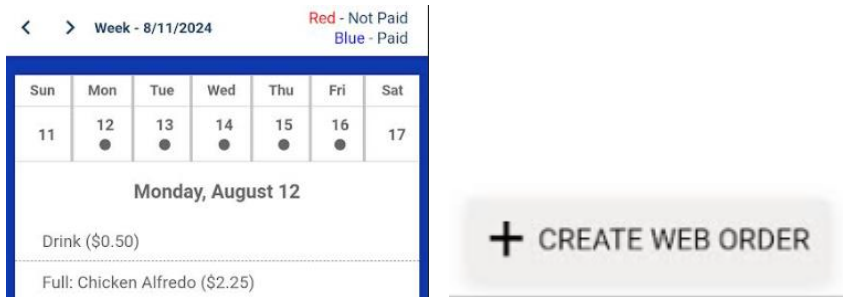
FACTS Cafeteria Parent Ordering Instructions



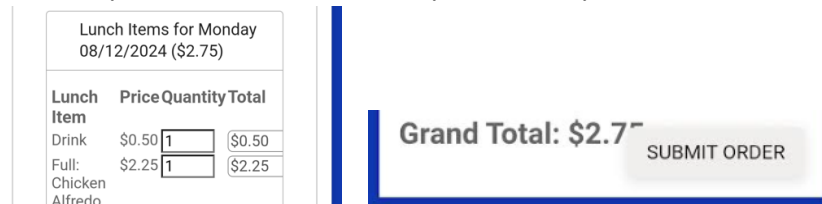
1. Login into your FACTS Family Portal App or through the www.FACTSMGT.com
2. Click on the **LUNCH** icon or click on **Student**, then **Lunch** tabs



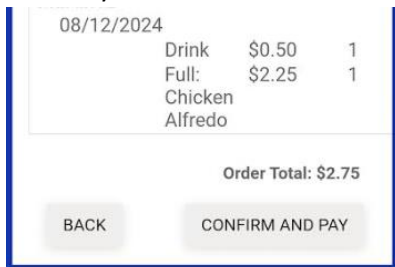
3. Click on the date you wish to order food.
4. Click on **+Create Web Order**



5. Click on the Lunch Items for that desired date.
6. After all your items are chosen and you are ready to check out, Click **Submit Order**.



7. Review your order and then Click **Confirm and Pay**



8. Confirm Payment. Review and confirm the different payment methods and fees. Click **Pay \$XX.XX Now**. There are **NO REFUNDS** and **FINAL PAYMENTS CANNOT BE CANCELED**.

Payment Method Disclosure

The following processing fees apply:

- Credit Card - up to 2.95%
- Debit Card - up to 2.95%
- Checking or Savings Account - no fee

Card transactions for Family Christian Academy are processed by FACTS Management Company, USA.

Authorization

By clicking the Pay Now button, you authorize FACTS on behalf of Family Christian Academy to process this payment from the financial account identified above.

This is an immediate payment and cannot be canceled.

Cancel

Pay \$2.75 Now