



**Schoolhouse Fare, LLC**  
Choice Lunches Delivered to Your School

## Glenforest School

**WELCOME TO SCHOOLHOUSE FARE-THE FAST AND EASY WAY FOR YOUR STUDENTS TO EAT RIGHT AT SCHOOL**

Schoolhouse Fare provides an online lunch order solution featuring an ala carte menu so that you can create your student's daily lunch. A different restaurant menu is available each day of the week offering a variety of popular and healthy lunch choices – all transfat free. In support of our effort to promote healthy balanced lunches, the nutritional profiles of the menu items have been reviewed by nutrition expert, Dr. Ann Kulze.

**On July 25, 2011, registration and ordering will begin for the 2011-2012 school year.  
The August and September menus will be available beginning on July 25.**

### RETURNING REGISTERED PARENT/STAFF

If you used the system last year, you will not need to complete a new Parent Profile, as this information has been retained: **however you will need to enter your student(s) profiles for the new year.**

1. Go to <http://orders.schoolhousefare.com>, log-in with user name and password-click “Profiles”
2. Scroll down to “How to Manage My Profiles” and enter **school password: (contact school office or Schoolhouse Fare)** - then click “Add School”
3. Enter Student(s)/Staff name and choose the “room/teacher/grade” from the drop down menu
4. Click “save and add another profile” for each student you are registering; click “done” after students are added
5. Go to “Order” to begin


### NEW PARENT/STAFF

1. Go to <http://orders.schoolhousefare.com> click “Register”
2. Complete Account Information and enter **School Password: (for password, contact school office or Schoolhouse Fare)**
3. Enter Student(s)/Staff information and choose “room/teacher/grade” from the drop down menu
4. Click “save and add another profile” for each student you are registering; click “done” after students are added
5. Login with your user name and personal password that you set during registration; Go to “Order” to begin

### ORDERING INFORMATION

**Food Questions-** Call 843-297-8030 or email [info@schoolhousefare.com](mailto:info@schoolhousefare.com), please note student's name and grade

#### Ordering Notes:

- Make sure that you are in the correct month
-  Days marked with this icon contain specific messages regarding no lunch days or field trips
- Be sure to proceed to checkout and process payment with check or credit card (**Orders that are left in the shopping cart will NOT be processed**).
- You will receive an email confirmation upon completion of your order
- You can view the menu before you order- click on fork and knife icon -“Menu At A Glance”
- You can print your order after payment - click on printer icon “Print Purchased Items”
- Changes, additions or cancellations can be made provided that they are done during the open ordering period each month. Credits will apply to your next order.
- Late Orders are not accepted
- If the total monthly order is less than \$15, a \$1.00 fee is charged at checkout
- Refer to the account welcome page to view Dr. Ann's Top Picks for Health

### PAYMENTS

VISA, MASTER CARD, DISCOVER, DEBIT CARD (w/VISA OR M/C LOGO) OR PERSONAL CHECK –MAIL TO SCHOOLHOUSE FARE

PLEASE CONTACT US WITH ANY QUESTIONS OR IF YOU NEED ASSISTANCE.

**Thank you for using Schoolhouse Fare for your student's lunches.**

**Carol Fair and Bradley Morrow**