

Woodbridge Farms Elementary School Online Fundraising Program

Hello Parents & Caregivers!

We are happy to announce that you will now be able to place fundraising orders online using [MunchaLunch.com](https://munchalunch.com)! We are testing this software to make it easier for families to support various school fundraising initiatives. You can now pay for your orders online by credit card (Visa/Mastercard), debit-credit card and/or pre-paid credit card.

HOW TO REGISTER:

- 1) Go to: <https://munchalunch.com/schools/woodbridgefarms>
- 2) Click the “**Register Here**” button (as shown below). The system will guide you through.
- 3) If you need further instructions, please visit “**ORDERING AND PAYMENT INSTRUCTIONS FOR SCHOOL RELATED ITEMS ON MUNCH A LUNCH**” guide below.
- 4) Next time, just click the “**Login Here**” button to access your account.



ORDERING AND PAYMENT INSTRUCTIONS FOR SCHOOL RELATED ITEMS ON MUNCH A LUNCH

Once you have set up an account, please use the following as a guide if needed.

STEP 1.

My Children

** Before ordering, please add a child to your account **

2 Easy Steps:

1. Click 'Add a Child' > enter their details > click Save.
(if you are Staff/Guest/Visitor, enter yourself 'as the child')
2. Click 'Order Lunch' or 'Fundraising' to begin.

[Add a Child](#)

Student First Name	Student Last Name	Grade	Class / Division
Student First Name:	<input type="text"/>	Grade:	<input type="text"/>
Student Last Name:	<input type="text"/>	Grade needed due to some split classes	
		<input type="text"/>	
		<input type="text"/>	
		<input type="text"/>	

No records to display.

Before you can order, you will need to add your child or children's information.

STEP 2.

My Family Ordering Closed **Wee Wonderland Open!** My Account: \$0.00 Volunteer Contact Us

★ **Please Note:** ★
Payment for any New orders is required within 2-Hours.

Any unpaid orders will be automatically cancelled after that time. If you are not prepared to pay at this time, please do not create an order.

Fundraisers!
Click below to select a fundraiser.

Wee Wonderland
Come join us on Wednesday, Dec 13th!

Click on the yellow-worded header that indicates which fundraiser you are supporting.

Click on the bottom green button to enter the fundraising page.

STEP 3.

Wee Wonderland ✓ Added to Cart

Wee Wonderland Gift \$10.00
\$10.00 Qty: 2 Total: \$20.00
[Update Qty](#) [Remove from Cart](#)

Qty: no limit

Wee Wonderland

Wee Wonderland Gift \$15.00
\$15.00 Qty: 0
[Add to Cart](#)

Qty: no limit

Wee Wonderland ✓ Added to Cart

Donate \$1.00 to Wee Wonderland.
This donation is to sponsor students who would otherwise not be able to participate in shopping for their loved one(s).
\$1.00 Qty: 5 Total: \$5.00
[Update Qty](#) [Remove from Cart](#)

Qty: no limit

Scroll down the page until you see the applicable items, then select the items that you would like to purchase and add them to your cart.

STEP 4.

Order Total: \$25.00

7 Items in cart

Verify My Order >

Scroll down to the page and click on the "Verify My Order" button

STEP 5.

Verify your order

↓


Select child to associate this order with:

Select a child

If you have only (1) one child in the system, jump to **Step 7**.
If you have more than one child registered, you will see this screen. You will then need to select which child the order is for. Then scroll to the bottom of the page and select the green "Yes, this is correct" button.

STEP 6.

Fundraisers!
Click below to select a fundraiser.




Wee Wonderland
Come join us on Wednesday, Dec 13th!


Unpaid Fundraising Order # 5854774 - Little Boobeep - \$25.00 | [View](#)

Ready to Checkout?
Click checkout to pay.


★ Before clicking Checkout below: ★

First create **ALL OF YOUR ORDERS** for **ALL CHILDREN** (incl lunches AND fundraising).

 Scroll up and click the button/s to create additional orders.

Then make 1 payment for all of your orders below. 

Your 1 order is awaiting payment.



Checkout >>


If you need to enter another child's order, click the green "Wee Wonderland" button and go back to Step 3.

STEP 7.

Once you are finished, then click the green "Checkout >>" button

STEP 8.

Payment will be made to
* Woodbridge Farms Parent Association *




Your credit card statement will display
** MUNCH * WoodbridgeFarms **

FINAL STEP !
Click the 'Pay' button below
to complete your order.
(there is a limited time to pay)

Please Note:

- Unpaid orders are NOT included on distribution reports.
- You will receive a 'payment receipt' AFTER making a successful payment.
- **iPhone users:** please **do NOT use 'Mobile Safari' for payment** (use your 'Google Chrome Browser' app instead) OR use a laptop or iPad. ([Chrome here](#))



Pay \$49.00 Now

Click on "Pay Now" button and follow the steps to enter your payment information. Please note: Munch a Lunch does not store credit card information so you will have to do this each time you pay for items for the school.

