



June 18, 2008

Dear Saint Martin School Academic Community:

I would like to take this opportunity to thank you for a wonderful year and allowing us to continue on as your hot lunch provider for the 2008-2009 school year.

Based on suggestions that we received from the Saint Martin School staff, and from observations that we have made in order to prevent waste and help keep the planet green, **we will be modifying the program from its current format.**

Beginning in Fall 2008 the hot lunch program will go to an online pre-ordering format

What that means for the parent is that you will now log onto WWW.ORDERLUNCHES.COM and establish an account for each child.

For those without online access a manual paper pre-order form will be provided.

You will then proceed to the order screen and pre-order your child's lunches for the selected period. Only the entrée needs to be selected all sides and drinks can be selected at lunch. Lunches need to be selected no later than 6AM for same day lunch.

Once all the selections are made you will proceed to the checkout page and pay for the meals selected. Payment can be made online with a credit card or you may mail in a check. All checks must be received by our office prior to the scheduled lunch day.

We will not be accepting any money or orders at hot lunch so it is extremely important that you have your child's meals pre-selected in a timely manner. Any same day orders after the cut-off time must be cleared by our office prior to lunch and any exceptions are on a case by case basis.

We have established a 24-hour message line where you can phone in your concerns or comments and receive a call back within 1 day during the business week.

All online support related questions are to be directed to WWW.ORDERLUNCHES.COM.

We believe that this will be a positive change to the program and hope you will feel the same also.

Sincerely,

The Pasta Market Hot Lunch Program