

Dear Grace Christian Academy Parents, Students and Staff,

We at Apple Spice Junction are happy to announce our partnership with Grace Christian Academy and a nationally renowned software provider, Hotlunch.com, to implement our online lunch order administration. The menu is now available on our new software allowing you to sign up and order lunches. Please see steps below for registration/setting up new account.

- Step one- Go to <http://applespicelp.ahotlunch.com>
- Step two- At the bottom of the page you will see a button that says "parents click here to sign up." Click that button.
- Step three- Type in the student's information (first, last name and email) Then create a password for your account.
- Step Four- Go to the email you used and verify the email.
- Step Five- The screen will then take you back to your login screen where you will login with the email and password you just created.
- Step Six- Accept the terms and conditions

Once you have made it through those six steps follow these next 3 easy steps.

- Step one- Teacher and parents both click the button that says "children" It's located directly under the home button. (left side panel)
- Step two- at the top right of the screen hit the button that says "add child"
- Step three- Enter children information (first and last name) then enter you campus code (Grace1) select the grade and the classroom and any allergies.

If you need help or assistance in signing up for your account, please email Grace McClagherty at [gracem@applespice.com](mailto:gracem@applespice.com) or call 301-934-0034. If you have any questions regarding credits, cancellations or changes please call 301-934-0034 and ask for Grace or email her [gracem@applespice.com](mailto:gracem@applespice.com)

Payment Information- Payment is accepted by Credit or Debit using Visa, Mastercard or American Express.

We really look forward to a great school year. We appreciate the opportunity and will do everything we can to ensure an easy to use order system and enjoyable lunches for your children. If there is anything I can do to help make your experience better, please reach out to me.

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