



## Hot Lunch Sign-Up

1. Got to [www.applespicelp.ahotluch.com](http://www.applespicelp.ahotluch.com)
2. At the bottom of the page, click “Parents click here to signup” button.
3. Type in the student’s information (first, last name and email address). Then create a password for your account.
4. Go to your email and verify your email address.
5. The screen will take you back to your login screen. Login in with your email and password you just created.
6. Accept the terms and conditions.

### Once you have made it through steps 1-6, follow these next three steps:

1. Teacher and parents both click the button that says “children”. It is located directly under the “Home” button (left side panel).
2. At the top right of the screen, click the button that says “Add Child”.
3. Enter children information (first and last name) then enter your campus code (**Grace1**), select the grade and classroom and any allergies.

**Note :** These last 3 steps are also for teachers. Teachers will sign in as a child, but we will change you over to a teacher. Please email Brittany Amaker, [bamaker@applespice.com](mailto:bamaker@applespice.com).

❖ If you are using Hotlunch.com IOS APP, you will need to enter the domain name which is **applespicelp**.

**Parents may begin ordering Monday August 12, 2024, and deliveries will begin August 21, 2024.**

You may order lunches for the entire school year or a week at a time. There is even an option to order lunch the day before in case you need to place an order at the last minute. The cut off time to place an order the day before is 9pm.

If you need help or assistance in signing up for your account or have questions regarding your account (credits, cancellations, or changes), please email Brittany Amaker [bamaker@applespice.com](mailto:bamaker@applespice.com) or call 301-934-0034 and ask to speak to the manager.

Many of you have credits from last school year and they should reflect in your account and may be used to purchase meals for this school year.

**Payment information** – Visa, Mastercard or American Express (credit or debit)