Dear Parents/Guardians:

The Food Service Department of Northwestern Lehigh School District offers parents the option of “Lunchprepay.com” – an easy and secure way for parents to add money to their students’ lunch accounts and view their purchases.

If you would like to take advantage of this opportunity, here’s how to begin:

1. Go to “Lunchprepay.com” and click “register now” to create an account
2. Under participating schools, select “Northwestern Lehigh School District” from the drop-down lists of school districts
3. Complete the necessary information
   NOTE: you will need your child’s student ID number, which is a 5 digit number
4. Once your account has been established, you will receive an email notification to the email address you provided.
5. Retain your user name and password for future reference. We will not be able to retrieve your password.

“Lunchprepay.com” facts:

1. make payments for meals using your credit card
2. deposit money into multiple accounts with just one payment
3. the ability to see 120 calendar days of purchases and payments
4. receive email and text notifications of low balance
5. set up monthly or weekly recurring payments
6. access “Lunchprepay.com” on Facebook
7. no banners, pop ups, or advertising
8. information is NOT shared with third parties, other than your financial institution and your child’s school
9. secure site that utilizes all of the current industry privacy standards

Through “Lunchprepay.com”, you will have access to your child’s account 24 hours a day, 7 days per week at no charge. However, each deposit transaction will result in a $1.95 fee, regardless of the number of students’ accounts. When you make a deposit, the money will not appear on their account until the next business day.

We are very excited to offer our parents the convenience of “Lunchprepay.com”. As always, if you have any questions concerning “LunchPrepay.com” or your child’s account, please feel free to contact me at 610-298-8661, ext. 1255 or madochicka@nwlehighsd.org.

Sincerely,

Andrea M. Madochick
Supervisor, Food Service

Northwestern Lehigh School District is an equal rights and opportunity agency and does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, ancestry, marital status, or any other legally protected classification in its activities, educational programs, or employment practices as required by Title VI, IX, and Section 504. For information regarding civil rights, grievance procedures, and/or information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Director of Human Resources (Title VI, Title IX Coordinator, and Section 504 Coordinator) at 6493 Route 309, New Tripoli, PA 18066 or 610.298.8661.