GUIDE TO SLA MANAGEMENT'S ONLINE LUNCH SYSTEM

SLA management

Customer Service is available:
M - F 8:30am - 5:30pm
407-740-7677 or Online@slamgmt.com

HOW TO REGISTER

Follow the steps below if you are not currently registered:

1. Go to www.slalunch.com.

2. Click the "Create an Account" link on the top bar.

3. Fill in the requested registration information. Click "Create Account."

4. This will bring you to an "Account Created" page. Click the link to return to the Login page.

5. Now you can login to your account using your registered e-mail and chosen password.

6. When you log in for the first time you will be presented with the Terms & Conditions of our site; read through the document carefully and click "I agree" when you are ready to continue.

HOW TO ADD STUDENTS TO YOUR ACCOUNT

1. Once you log in you will be redirected to the "My Account" page.

2. To the top right of the screen click "Add Students".

3. Enter the zip code of the school that your student attends. Click "Continue". Select the school that your student attends.

4. Type your student's last name, first name and student ID exactly as they would be spelled on the school roster. Click "Add Student". Nicknames will not be found in the system.

5. Your student is now added to the account and will be displayed under the "Student Access" heading.

HOW TO MAKE A DEPOSIT

Please note: Deposits take 24 hours to appear in the lunch system at the school:

1. Click the "Make Cafeteria Deposit" link on the homepage.

2. Select your student, and enter the deposit amount in the box displayed and click "Continue". The 'minimum deposit' amount will be $1.00. This amount refers to the total deposit for all family members on your account. You do not need to deposit this amount into each student's account.

3. Confirm the deposit amount and click "Add to Cart." On the next screen, click "Check Out" to continue to payment.

4. Select the method of payment. You can make a deposit in the form of a Bank Draft Transaction or a Credit Card Payment (we accept VISA and MasterCard). Please note the 2.3% plus $1.00 convenience fee for each credit card transaction and a flat $1.00 for ACH.

5. Now you can enter your billing information. Make sure to fill out all required fields. Check the box at the bottom of the page if you wish to save this information for future use. If you are planning on setting up automatic deposits, we recommend that you check this box.

6. Next you will need to enter the payment information. The total deposit amount, including the convenience fee, will be shown at the bottom of the screen. You must check the box to authorize the payment. Click "Process Payment" to finish the transaction. Your Transaction Receipt will appear once the payment has completed.