



Ordering lunches has never been easier!

Cologne Academy has partnered with BOONLI to provide a secure, fast, and easy-to-use online ordering system that allows parents and guardians to view our lunch menu, order, prepay and manage student lunches from their smartphone, tablet or computer.

Registration and Ordering starts on: August 15, 2017

Important Note before You Begin:

IF you are eligible for free or reduced meals, register first & **do not add items to your shopping cart.** Please email ckerber@cologneacademy.org so your status can be updated. Once your status is updated you will receive a confirmation email and can begin ordering.

GET STARTED

NEW PARENTS

1. **Go To: WWW.BOONLI.COM** - (please bookmark this page)
2. **Click on Register:** Password is: **cologne227**, add account, profile(s) information
3. **Sign In** - Welcome page displays with Program Info (Order Schedule, Rules etc.)
4. **To begin ordering click on the calendar date** – First Lunch Date is: **August 28**

RETURNING PARENTS

1. **Go To: WWW.BOONLI.COM** - (please bookmark this page)
2. Sign In with your username & password
3. **Choose student that needs location**, add their grade for the new school year & click “update profile”
4. If a student has graduated, select their name & click “remove profile”
5. **Once all profiles are updated** you can begin placing orders

PROGRAM INFO – (also available online once you are logged in to your account)

- **FOOD or POLICY (Missed/Late Orders, Credits, and Changes/Cancellations):** email ckerber@cologneacademy.org or call 952-466-2276 and they'll get back to you right away.
- **TECHNICAL SUPPORT (help navigating the site):** email support@boonli.com



- **PAYMENT INFORMATION** The program accepts payment by Debit Card, Credit Card: Visa, AX, MasterCard & Discover or Personal Check.

Be sure to proceed to checkout and process your payment. Orders that are left in the shopping cart will NOT be processed and your student(s) will not be included in the lunch service.

Check Payments Make checks payable to: **Cologne Academy** and send to **the main office with your student**.

- **Ordering for more than 1 person?** Please be sure to add all items for your student(s) into the shopping cart BEFORE checking-out.
- **Changes or additional orders:** You will not be able to make changes or place additional orders until your check is received by the school and your payment is recorded. Once your payment is recorded, you will be able to order/make changes providing the ordering period is still open.

Thank you for participating in our school lunch program!