Lunch Orders and Actvity Fee

Our lunch order form is now **online only**. To place a lunch order, visit:

www.horizoncharter.org/orders

To order lunch you will need an Orgs Online account. This is the service that is hosting our lunch ordering system. To create a new account, select the "Create New Account" option. Then when asked, enter the school code: **488HCSOTFL**

How to Submit a Lunch Order

1. Click on the Lunch tab and select **Place Lunch Order.** You will submit a separate order for each student's lunch.

2. When each order has been submitted, select the **Place Order** button at the bottom of the page.

3. After the order has been recorded, you will see an Order Confirmation showing what was ordered and the amount due.

As orders are submitted, the total amount due for your family is listed under the **PAY NOW** link in the upper left corner of the screen**.** If ordering on a phone, and you do not see the PAY NOW link, click the "Menu" icon that looks like = and usually appears toward the top of a smartphone screen.

After all lunch orders have been submitted, select the **Pay Now** button to submit your online payment. Follow the on-screen prompts to complete and submit your payment. Do not stop until you see an **Order Confirmation** for the order being submitted.

Pay the $30 Activity Fee, Join PTA

Click on the 'Special Orders' icon.

SPECIAL ORDERS