



Dear Parent,

The start of school is just around the corner, and we will again be offering the convenience of making payments to your student's lunch account using PaySchools Central.

If you use the auto-replenish option offered by PaySchools Central, we recommend logging into your account and making sure you have the feature set to activate prior to the first day of school:

If you use this feature, you can set your student's account to replenish funds when the balance reaches a specific amount. To do this, just follow these steps:

- Visit [www.payschoolscentral.com](http://www.payschoolscentral.com)
- Click on "Auto-Replenishment" from the home screen or user menu
- Select the minimum balance you want to have in the account, and choose how much to add each time their account drops to that level
- Set the date you want this automation to end, and turn on the payment
- Be sure to click "save" once you have everything set up, and PaySchools Central will take care of the rest!

#### Contact Us:

If you have questions regarding the auto-replenishment feature or your PaySchools Central account, please feel free to contact our dedicated PaySchools Central Parent Help Support Staff.

**[support@payschools.com](mailto:support@payschools.com) or 1-800-669-0793**

Sincerely,