



# Gourmet Gorilla Lunch Ordering 2020-21

Gourmet Gorilla is back this year to deliver wholesome individually prepackaged lunches for MSLF students and staff. **Lunches can be ordered for any weekday, school day OR club day, and will be delivered to MSLF on that date.**

## Creating a new account

1. Go to <https://orders.gourmetgorilla.com>
2. Click on the “Register” button to create a profile for the upcoming 2020-2021 school year. (School Code: MS010)
3. Once registered, you will see a dashboard with all the relevant information for your account.
4. On the home screen of your profile section you will see a “My Credit Cards” section. For a smoother checkout, the ordering site requires a credit card on file.
5. On your Gourmet Gorilla profile home screen, you will see all organizations you have children enrolled in.

## Creating a child profile

1. On left side of the Home Screen is the “Children” section. Click the “+ add child” button (MSLF School code is MS010.)
2. Enter child’s first name and last name.
3. Select your child’s classroom.
4. Click “Create Profile.”

## Ordering lunch

1. Clicking on “Place Order” next to the child’s name will take you to the ordering menu. The left side of the screen shows a calendar with all days available for ordering.
  - Parents are expected to select options based on child’s dietary needs, restrictions or allergies.
2. After placing an order, click on the next available date to place an order. Lunches can be pre-ordered for all available dates on the calendar shown during the ordering process. You do NOT need to order a lunch for every day.
3. **When you’ve completed your order, click on the “Check out” button on the top right of the screen.** Select the credit card you wish to pay with and click “Checkout”. You’ll receive an email confirmation with the orders you placed.

- **Remember: Lunches are ordered in advance of the upcoming week. Orders are always due Wednesday at midnight for the following week’s delivery days.** Lunches can be placed weeks in advance, just make your selection from the ordering calendar.
- If you need to make changes, please call Gourmet Gorilla at 877.219.FOOD (3663). Cancellations require 48 hours notice. Parents are responsible for notifying Gourmet Gorilla of any absences.