



School Year 2023-24

Dear Parent, Guardian or Caregiver,

The beginning of the school year is quickly approaching! We would like to wish you and your family a successful 2023-24 school year and thank you for your continued patronage.

Lunch ordering is now done through the on-line ordering system that can be found at [www.mymealorder.com](http://www.mymealorder.com). The system is very easy to use, easy to order and easy to pay for items ordered. You can view your child's orders at any time by logging into your account. The cost of the standard lunches \$4.25, a large portion (main item doubled) is \$2 additional, and milk, water, lemonade, and juice are each \$.75. Snacks range from \$.75 to \$1.75 and can be pre-ordered or paid for with cash at the time of purchase. You will also see that you can add additional funds to your child's lunch account if you wish for them to purchase snacks whenever they choose to do so.

We understand everyone's busy schedule, however, **lunches need to be pre-ordered through [www.mymealorder.com](http://www.mymealorder.com)**. The ordering system will be open until 8:30am the day of. In the morning we will print the orders at 9am to be sure that all orders that were placed that morning are included. Please utilize [www.mymealorder.com](http://www.mymealorder.com) to place your child's order. You may also pay for your child's order there as well with a small convenience fee. If you prefer to send in a check, please make it payable to Duke Catering & place it in an envelope labeled Duke on the front. There are no additional fees when you pay by check or cash. *However, if paying by cash or check they need to be sent into school before you place your order.* We will enter the funds to your account and then you can log on to place your order. Please do not send in a check/cash and expect your child to have lunch that day. All lunches must be ordered through [www.mymealorder.com](http://www.mymealorder.com). Funds will be added to your account by the end of the school day and then you can order that evening for the following day. Please note that orders that are not paid for will not be sent over from My Meal Order to Duke Catering and therefore your child will not have a lunch order. Please refer to the directions for [www.mymealorder.com](http://www.mymealorder.com).

Also, we are very cautious about food allergies. However, there are times that manufacturers change how they process their products or change their ingredients without letting us know, therefore we cannot guarantee that all foods are allergy friendly. Please inform us of any food allergies that your child may have.

If you have any questions, please feel free to reach out via text/call 856-986-4512.

Thank you,  
Duke Catering