

Learning Matters



## ONLINE PAYMENTS NOW AVAILABLE!

St. Peter Public Schools now provides parents an **easy** and **convenient** way to make food service payments for their students. Parents may pay with Discover, VISA or MasterCard credit or debit cards for these items. Our web store accepts payments over the internet 24/7. By contracting with RevTrak, a national credit card payment processor, we provide you a secure site for making payments.



Parents can make payments online while on their home or work computer, any time of the day. It only takes a few minutes to make a payment using a Discover, VISA or MasterCard credit or debit card. The convenience of paying online is further enhanced when parents access the store and see a familiar shopping cart (just like shopping online.)

### To make an online payment follow these simple steps:

1. Visit our school website at **[www.stpeterschools.org](http://www.stpeterschools.org)** and click on **Online Payments** or go directly to the web store at **[stpeterschools.revtrak.net](http://stpeterschools.revtrak.net)**
2. Make payment using a Discover, VISA and MasterCard debit or credit card

A payment receipt will be emailed to the address used when setting up the web store account. To view/print previous online payments or to update login information please click on My Account. A \$1.50 fee will be applied at checkout for the convenience of making your online payment.

**Please Visit St. Peter Public Schools Website for Future Updates!**

**St. Peter Public Schools**

100 Lincoln Drive  
Saint Peter, MN 56082  
[www.stpeterschools.org](http://www.stpeterschools.org)



Please see reverse side for detailed online payment instructions.

## Payment Instructions

- Visit school website at [www.stpetersschools.org](http://www.stpetersschools.org) and click on **Online Payments** or go directly to the web store at <http://stpetersschools.revtrak.net>
- **Select “Food Service Payments”**
- Enter **dollar amount, student’s last name and PIN Number**
- **Click “Buy Now”**
- To make a payment for another student, click **“Continue Shopping”**
- When all fees are in shopping cart, click **“Go to Checkout”**
- If a **new customer**, select **“I am a new customer.”** Enter your email address and **“Sign In.”** If a **returning customer**, select **“I am a returning customer.”** Enter your email address, password, and selected **“Sign In.”**
- **Enter your billing and payment information. Create a password** if required.
- Verify information for accuracy and select **“Complete Order”**.
- **Payment will be processed** and Receipt can be viewed and printed. An emailed receipt will be sent to the email address provided during account set up.
- **Logout**

Student's Last Name	<input type="text"/>
PIN Number	<input type="text"/>

**Your Shopping Cart**

Create an account with us, and make reordering a snap!

Enter your email address:

**I am a new customer**  
 (You'll create a password later)

**I am a returning customer and my password is**

[Sign in using our secure server](#) >
   
Forgot your password? Click here.

Step 1: View Cart   Step 2: Order Info   Step 3: Payment   Step 4: Receipt

Shopping cart contents:	Price	Qty	Total
<input type="checkbox"/> Baseball <small>Note: xxxxxx                      1st participant?: 2-4 grade                      2nd participant part 2: 2-4</small>	\$90.00	1	\$90.00
			<b>Total: \$90.00</b>
			<b>Order Total: \$90.00</b>

< RETURN TO CART

**BILLING INFO:**

\* First Name:       \* Last Name:

\* Address 1:       Address 2:

\* City or Province:       \* State / Country:

\* Zip Code:       \* Telephone:

**ACCOUNT INFO:** ?

\* Email Address:       \* Password: [See Hints](#)

**john\_anderson@demo.com**      \* Please re-enter password:

Continue >

\*Required field

### Web Store Links for Additional Information:

- Services**
- [\\*Home](#)
  - [Contact Us](#)
  - [Frequently Asked Questions](#)
  - [My Account](#)
  - [Password Reminder](#)
  - [Payment Instructions](#)
  - [Policies](#)
  - [Privacy Policy](#)
  - [Products](#)

- **Contact Us:** Request additional information or questions about a payment
- **My Account:** To look up previous transactions and change address or password information
- **Password Reminder:** To send an email requesting a forgotten password