

## ***How to set-up e-mail notification for low balance***

### **Go to**

- [www.rainier.k12.or.us](http://www.rainier.k12.or.us)
- Click on Nutrition Services.
- Click on Mealtimes Users (You will need your student's ID number to set this up.)

### **New User**

- Create a new Profile
- Click the box to request low balance notification
- You will need your student's school ID number to set-up the account.

### **Current User**

- If you are not signed up for the e-mail, it should display a message that tells you the service is available.

### **How do I get my student's Synergy ID number?**

- Ask your student what number they use to get lunch?
- Go onto Parent View, click Student Info, and the student ID number is next to the student's name
- It is listed on printed negative balance sheets that go home to students

### **Any questions please contact:**

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Nutrition Services Director