

# NEW! Online Payments!

## Jacksonville SD 117



For your convenience, Jacksonville SD 117 has contracted with RevTrak, a national credit card payment processor, to provide you the simple security and convenience of making online food service payments!

Online payments can be made into food service accounts through the familiar Skyward Family Access portal.

If your child's food service balance is low, it only takes a few minutes to add money using your Discover, VISA or MasterCard (credit/debit).

A nominal transaction fee will be assessed for the convenience of using this service.

### Convenient... Secure... Simple...

#### Convenient...

24/7 web store access allows you to make a payment or utilize helpful links anywhere, anytime!

##### MY ACCOUNT

- Update an email or billing address
- Change your password
- View past orders

##### PASSWORD REMINDER

- Request an emailed password reminder

##### FAQ (Frequently Asked Questions)

- Access helpful tips about web store use

##### CONTACT US

- Send further inquiries to your school district
- Questions are answered during normal business hours

#### Secure...

RevTrak Inc, a leader in the credit card payment processing industry for K-12 School Districts and City Governments, employs the latest security techniques to keep your payment information completely secure.

#### Simple...

No more sending cash or checks with your student.

Simply visit [www.jsd117.org](http://www.jsd117.org)

#### Making a Payment...

##### 1. Visit your district website:

[www.jsd117.org](http://www.jsd117.org)

##### 2. Click: Family Access Under the Parent Info Tab

##### 3. Shop: Follow Prompts

(Instructions on pg 2)

##### 4. Pay: Discover, Visa or MasterCard (debit/credit)



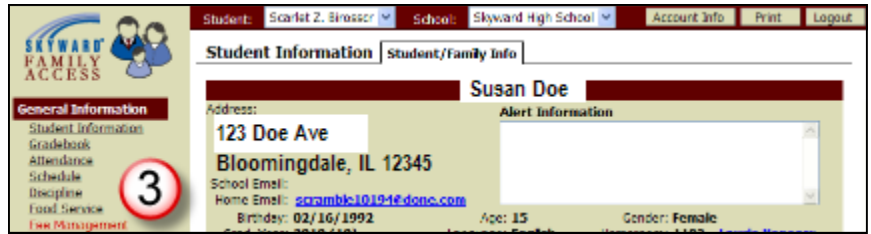
Visit your district website for future updates  
Learn more at [www.RevTrak.com](http://www.RevTrak.com)

# Making a Payment

1. Visit [www.jsd117.org](http://www.jsd117.org)

Under the PARENT INFO TAB menu click "FAMILY ACCESS"  
(not pictured)

2. Log in to SFA



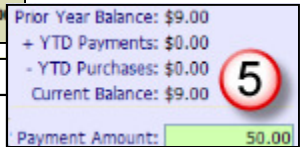
3. Select FOOD SERVICE

(Food Service) Fee Listing:



4. View Fees and Click MAKE ONLINE PAYMENT

5. Select amount & click PAY WITH REVTRAK



6. Click CONTINUE SHOPPING to purchase additional items or items for all the students in your family or

To continue shopping click here: [Continue Shopping]

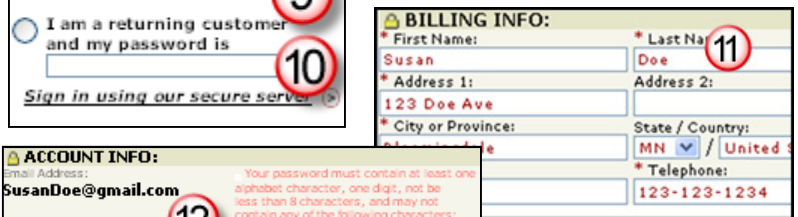


7. Click GO TO CHECKOUT

8. Enter your EMAIL ADDRESS

9. Select: NEW OR RETURNING CUSTOMER  
(If Returning, enter password)

10. Click SIGN IN



11. Fill in BILLING INFO

12. Create PASSWORD if a new customer



13. Fill in Payment Information

Verify info & click COMPLETE ORDER



14. View & print RECEIPT if desired

15. Click LOG OUT on bottom left

16. Credit card statements will show payment made to the school district.

**Your School Name Here**

THANK YOU FOR YOUR ORDER! Please SAVE and/or PRINT this page for your records.

7/23/2009 3:52:16 PM		ORDER ID: 10009000
<b>BILL TO</b>		<b>SHIP TO</b>
Sue Doe 123 Doe Ave Bloomington 12345 123-123-1234		Sue Doe 123 Doe Ave Bloomington 12345 123-123-1234
<b>PAYMENT INFO</b>		
<b>TYPE</b>	VS	
<b>NAME ON CARD</b>	Susan Doe	
<b>CARD NUMBER</b>	XXXXXXXXXXXX1111	
To continue shopping, please click here.		
To logout, please click here.		