

Dear Parents,

We have some important updates regarding the FACTS pre-paid concessions account found in the finance section of your FACTS Family Portal Account.

The new ordering method for lunches does not allow parents to add additional funds for students to purchase extra items from the cafeteria concessions stand (ex: chili Fritos, water, nachos, etc.)

We were able to add an option for you to add prepaid funds for your student(s) in order for them to be able to order from the cafeteria concessions stand. If you had prepaid funds in your student's prepaid lunch account left over from last year or if you added funds within the past two weeks, your funds have been transferred for your student to utilize the funds to order at the cafeteria concessions stand beginning Monday. If you would like for these funds to be refunded to you instead of being available for your student to use, please email jessica_disalvo@houmachristianschool.com and a refund check will be processed next week.

To add funds to the pre-paid concessions account, please follow these steps:

1. Log into the FACTS Family Portal via [Factsmgt.com](https://facts.mgt.com) (District Code is HC-LA)
2. Choose the Financial tab on the left side of the screen
3. Add Funds to the Concessions account

****Please note that the prepaid account cannot be used to order the lunches in advance. You would still need to pre-order lunches by creating a Web Order, then paying for the lunches.**

Thank you,

HCS Administration