



Rhubarb & Elliott

5520 Wyoming Blvd NE
Albuquerque NM 87109
Office: 505-246-9608
www.rhubarbandelliott.com

How to Create your family or personal account to start ordering:

1. Create an Account for your family: <http://rhubarbandelliott.com.h1.hotlunchonline.net>
2. Click the Student tab (top left), then click on Create a new student. Select your School and Grade, enter your student's name and click Submit
3. For families with multiple students, please repeat the above process
4. Orders can be placed or cancelled for credit until 8:00am the day of deliver.

Step by Step Ordering Instructions:

1. Click the 'Order' shopping cart on the top bar, make your selections by clicking on the entree and or add-on name then click add to cart. All items selected will turn green, indicating they are in your cart.
2. Families with multiple students may order by checking each student's name individually, listed on the upper right hand side of the screen. You may order and pay for all students in one transaction.
3. Once you have made your selections and are happy with your order, click on the Checkout button in the bottom right hand corner of your screen. The next screen to appear will show you a summary of which lunches you bought for whom.
4. Review your order, click 'Make Changes' if necessary.
5. Click the 'Pay Now' button to complete the transactions and submit your order.
6. You must click the 'Pay Now' button to complete your transaction in your shopping cart

Note: After initial entry of your credit card information it will remain safely on file in the

secure checkout page until card expiration or cancellation by you. We have no access to your credit card. Any lunch credits will be applied to your HLO balance not your credit card.

To cancel or change any items directly from your account:

1. This can be done up until 8:00am the day of service.
2. Login into your account
3. Click the 'Order' button on the menu bar
4. Choose which item(s) you would like to cancel- it will appear white on calendar
5. Click red 'Cancel/Credit Purchase' button to complete the transaction for credit. The credit will be applied upon checkout and a positive account balance will be shown.
6. To reorder: Return to order calendar and choose the items you wish to order

But don't worry! If your are going to be late or forgot lunch, you can still call or text us directly at 505-246-9608 before 10:00am and have lunch added or cancelled to the daily order list. (Note: Late call-in or cancellations will be charged a \$1 service fee)

Thank your for ordering lunch with Rhubarb & Elliott through the Hot Lunch Online Platform!

Technical/Password Questions:

Hot Lunch Online: 1-866-529-2064

Food/Menu Questions:

Rhubarb & Elliott: 505-246-9608