

FEEPAY FOR ADULT MEAL ACCOUNTS

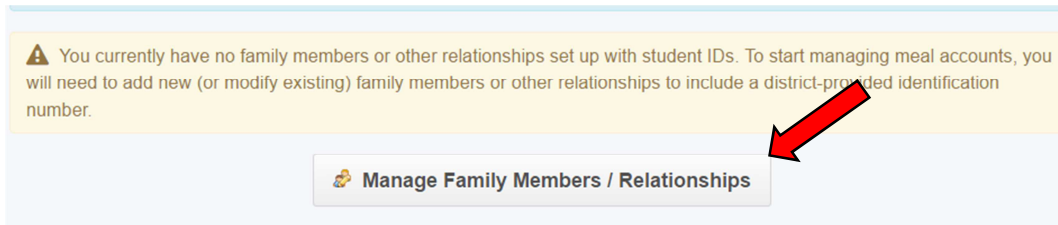
If you are not a school district employee, but have a meal account, please contact the District Food Service Office at 952-707-2051 to obtain the ID number used when setting up your account.

Note: FeePay may not work with all devices that use iOS technology.

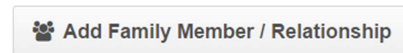
1. Using an internet browser, go to <https://isd191.feepay.com>.
2. Click on Meal Accounts. Select Create Account.

3. Fill in requested information and select Create Account.
 - a. First and Last name
 - b. Email Address (will be your user name)
 - c. Password
 - d. Address
 - e. Phone

4. Once registration is complete you will be redirected. Click on “Manage Family Members / Relationships”



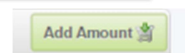
5. Click on “Add Family Member / Relationship”



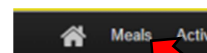
6. Enter the required information

- a. In the “How Is This Person Related To You?” drop down select “Other”
- b. Enter your First and Last Name
- c. Select “Yes, They Have A District ID” under the “District Information” section.
- d. In the “Identification Number” field, enter your district employee ID, placing an F in front of your employee ID number.
- e. Select “Create Person”

7. Your Account will appear on the screen with a green button to “Add Amount”.



8. To add in the future, log in and then click “Meals” at the upper left of the screen.



Additions, deletions or changes to this procedure will be brought to the attention of the Food Service Director.