## **ONLINE PAYMENTS WITH KINDO!**

All your school payments and lunch orders can now be made in one place.... with your myKindo account.

Your personalised account (Fees and Donations icon) will show you all your outstanding payments, where you can choose to make a part payment, or pay the item in full.

You will also be able to purchase optional items - order lunches, make sports payments and contribute to fundraisers.

This is our preferred method of payment, and we encourage all our families to sign up!

#### New users

New users can set up a myKindo account easily! Click here to register & create an account. All you need is the email address the school has on file for you.

#### Existing users Already have an exlunch or myKindo account?

If you have an account, you can log in here, and use the my details page to update your details.

### Payment

There are several ways you can choose to top-up your account, and this can be done at the checkout, or by selecting the 'top up account' option at any time.

top up account	my details	my orders	mykindo	
POLi	No fees. Instant transfer. **RECOMMENDED**			
Credit/Debit Card	50 cent charge + 2.5% fee. Instant transfer.			
	Visa / MasterCard / American Express and China Unior			
Bank Transfer	No fees. Al	low 2 days for	processing.	

# Shopping

There are TWO types of transactions you will be able to make using myKindo: paying personalised payment requests for your students and purchasing optional items.



**Personalised payment** requests will appear at the top of your screen under your student's name.

Pay the full amount by clicking '+' next to the item or make a part payment, by changing the amount before clicking the '+' (if available).

\$22.00

	Hats
There will also be the <b>Kindo shop/optional items</b> . Click on your student's initial next to an optional item to add to your cart.	Bucket Hat 54cm Hats compulsory for Terms 1 & 4

Once you have made all your purchases click on the *Checkout* option to complete your transaction. If you have sufficient funds, then simply click *Place Order* at the checkout and you're done! If you have insufficient funds, you will be able to top-up before completing your purchase.

Your order will automatically go through to the school or lunch supplier, and you will receive an email receipt confirming your top-up and/or purchase!

# mykindo App

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mykindo app is also available to download for both android and iPhone.

Need assistance? Our Kindo helpdesk is open 8am to 4pm weekdays. Freephone: 0508 4 KINDO (0508 454 636) Email: <u>hello@mykindo.co.nz</u> Online support: support.mykindo.co.nz

