



# Emerald Elementary



**Boulder Valley School District**  
*Excellence and Equity*

## **ONLINE PAYMENTS NOW AVAILABLE FOR SCHOOL SUPPLIES**

Emerald Elementary will not be publishing a school supply list. We have adopted a program that has shown great success. We will be requesting a donation for each student in the amount of \$40. These donations will be used by teachers to purchase classroom supplies and have them ready for kids on the first day of class. This program is being implemented to help our families and staff save time and money. Emerald Elementary has bulk purchasing abilities that allows us to buy in large quantities at a greatly reduced cost than what our families can do on their own. Teachers will be able to purchase and replenish supplies as needed. Backpacks and lunch boxes not included and need to be provided by families.

Emerald Elementary provides parents an **easy** and **convenient** way to make your donation for School Supplies. Parents may pay with Discover, MasterCard, or VISA credit or debit cards for these items anytime. Our web store accepts payments over the internet 24/7. By contracting with RevTrak, a national credit card payment processor, we provide you a secure site for making payments.

Not all families are able to pay for their supplies. If you would like to help other Emerald families you can make a larger payment. All funds collected will be applied to the school supply costs.

### **Make the Following Payments Online**

- School Supply Donation

Parents can make payments online while on their home or work computer, any time of the day. It only takes a few minutes to make a payment using a Discover, MasterCard, or VISA credit or debit card. The convenience of paying online is further enhanced when parents access the store and see a familiar shopping cart (just like shopping online.)

### **To make an online payment follow these simple steps:**

1. Visit our school website at <http://eme.bvdsd.org>
2. Click on **Online Payment link** [School Supply Credit Card Payment Link](#)
3. Make payment using a Discover, MasterCard, or VISA debit or credit card

A payment receipt will be emailed to the address used when setting up the web store account. To view/print previous online payments or to update login information please click on My Account.

# Please Visit the Emerald Elementary Website for Future Updates!

<http://eme.bvsvd.org>

Please see reverse side for detailed online payment instructions.

## Payment Instructions for the Emerald Elementary Web Store

- Visit school district website at
- Click **Online Payment link** [School Supply Credit Card Payment](#)

Redirect to the Emerald Elementary Web Store

- Select **payment type** and **payment item**
- Enter **required information**
- Click **“Buy Now”**
- To make a payment for another item or student, click **“Continue Shopping”** and select **additional donation type**
- When all items are in shopping cart, click **“Go to Checkout”**. If a **new customer**, select **“I am a new customer”**. Enter your email address and **“Sign In”**. If a **returning customer**, select **“I am a returning customer”**. Enter your email address and password. Select **“Sign In”**.
- Enter your **billing and payment information**. Create a **password** if required.
- Verify information for accuracy and select **“Complete Order”**.
- **Payment will be processed** and receipt can be viewed and printed. A receipt will be sent to the email address provided during account set up.

Your Shopping Cart

Create an account with us, and make reordering a snap!

Enter your email address:

I am a new customer  
(You'll create a password later)

I am a returning customer  
and my password is

[Sign in using our secure server](#)

[Forgot your password? Click here.](#)

Step 1: ViewCart Step 2: Order Info Step 3: Payment Step 4: Receipt

Shopping cart contents:	Price	Qty	Total
Baseball Notes: xxxxxx 1st participant?: 2-4 grade 2nd participant part 2: 2-4	\$90.00	1	\$90.00
			Total: \$90.00
			Order Total: \$90.00

[RETURN TO CART](#)

**BILLING INFO:**

\* First Name:  \* Last Name:

\* Address 1:  Address 2:

\* City or Province:  \* State / Country:  /

\* Zip Code:  \* Telephone:

**ACCOUNT INFO:** [?](#)

\* Email Address: john\_anderson@demo.com \* Password: [See Hints](#)

\* Please re-enter password:

[Continue](#)

\*Required field

- **Logout**

**Services**

- [\\*Web Store Home](#)
- [Contact Us](#)
- [FAQ](#)
- [My Account](#)
- [Password Reset](#)
- [Policies](#)
- [Privacy Policy](#)
- [Products](#)

### Web Store Links for Additional Information:

- Contact Us: Request additional information or ask questions about a payment
- My Account: To look up previous transactions and change address or

password information

- Password Reminder: To forgotten password



send an email requesting a

