

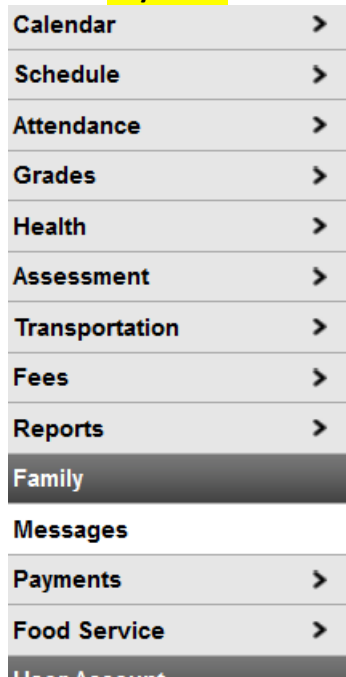
WESTBURY PORTAL Parent/Guardian Users

You can now Pay or Deposit Money into your children's Cafeteria Purchase Account

The Payment System Accepts Visa, MasterCard, Discover, Debit or eChecks. (Please note: There is an account for each of the children in the same family)

How to Use the Portal Payment System

1. Click on **Payments** button located on the lower left side of the main Portal Page



Click Here

2. If there is either an Outstanding Balance or Credit for each child, you will see it on this page:

Payments

Accepted Payment Methods VISA MasterCard DISCOVER echeck [Payment History](#)

* Minimum payment amount is \$5.00
Please note that your credit card information will not reside on the Westbury UFSD network. All transactions are completed through a secure third party vendor.

Food Service Account	Balance	*Estimate	Payment
<input type="text"/>	-\$1.25	<input type="text" value="\$20.00"/>	<input type="text" value="\$ 20.00"/>

* The estimated payment is for one month and is based on the past food service purchases.





Total:

[Continue](#)

3. To Review past payments, please click on **Payment History**
4. To Pay a **Balance** or to **Deposit Money** into a specific child's account, go to that account line and then click on either:
 - i. **Estimate** - this will appear in both **Payment** and **Total** once clicked
 - or
 - ii. Enter a **Payment** amount which will appear in **Total**.
5. Then click **Continue** to go to the Payment screen

6. the Payment Screen:

Payments

Accepted Payment Methods    

Total:\$20.00

Select the payment method [Add](#) [Edit](#)

There are no saved Payment Methods. Click Add to create a Payment Method.

[Back](#) [Continue](#)

7. Choose

- Add** - If this is the first time utilizing the system.
- Edit** - If you want to change the payment method
- Continue** - If you wish to use the exiting payment method.

Follow the directions on the next screen(s) to add, edit or complete your payment