

Great News for Daycare or Lunch Program Users!

Dear Elementary Parents,

Online payments are now available for Daycare or Lunch program fees **only**.

Starting September 2013, when you receive your **statement of account** from your school, a reference number will appear under the contact information of each parent (different numbers for father and mother). You must then be careful and use the number assigned to you (remember the official receipts will be issued to the payer (father or mother)).

From the comfort of your own home, you are one click away from paying your fees!

The following banks offer online payments:

- **Caisses Desjardins:**
- **Royal Bank:**
- **Scotiabank:**
- **CIBC:**
- **National Bank:**
- **BMO – Bank of Montreal:**
- **TD –Toronto Dominion:**
- **Laurentian Bank:** Online payment **not** available

If you cannot find the “payee” please contact your bank.

When making your first online payment, you will have to perform the “add payee” operation. In the **search box**, enter “**Lester B or Pearson**” & it will list: **COMM SCOL LESTER B PEARSON – DAYCARE OR S GARDE:**

You must enter your reference number from your statement of account, **without spaces**, every time you make a payment online. The reference number is comprised of **19** numeric and alphanumeric characters and starts with **SG**.

If you have more than one child attending daycare, we suggest that you use only one reference number, add all the balances due and make one online payment only, covering the total balance due for the whole family. The breakdown will be made automatically between the members of a same family.

The reference number is specific to one daycare. If your child changes daycare, another reference number will be assigned to you.

Sign up today! For more information, please contact your Daycare Technician at your School.