

## SHOP

Manna should now be ordered online. A list of gift cards and their denominations offered from the Manna Group is found on the Shop page. The current percentages earned are listed. We do not give the full percentage because Manna charges us 1% of the order to fill the order. So if you order Jewel, they offer 5%, but charge us 1%. Therefore, we can only offer 4%.

- Go online to [www.MannaOrders.net](http://www.MannaOrders.net) and under the “Participant Sign In” (right side of screen)
- Enter “5” for the “Organization #”
- Enter your “Participant Code” (sent home)
- Enter your “Password” (sent home)
- Click Submit.

MannaOrders.net - Windows Internet Explorer provided by Yahoo!

http://www.mannaorders.net/

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site navigation

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www.MannaOrders.net

Scrip Management Program - August 16, 2011

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MannaGroup.net  
MannaExpress.net

**Welcome to MannaOrders.net. Thanks for visiting.**

Mannaorders.net was designed to help manage your Organization's scrip fundraising program. This on-line scrip management program is offered FREE of charge to your organization while purchasing your inventory through The Manna Group. Mannaorders.net program offers the many features, read [more here](#).

Whether you are a Manna Group or Manna Express customer, this program includes all the features you need to manage and track your Manna scrip program. You do not need any special software or hardware, if you can see this page, you can use our system.

**Coordinator Sign In**

Organization #	<input type="text" value="0"/>
Password	<input type="password"/>
Forgot your password? Call the Office.	
<input type="button" value="Submit"/>	<input type="button" value="Clear"/>

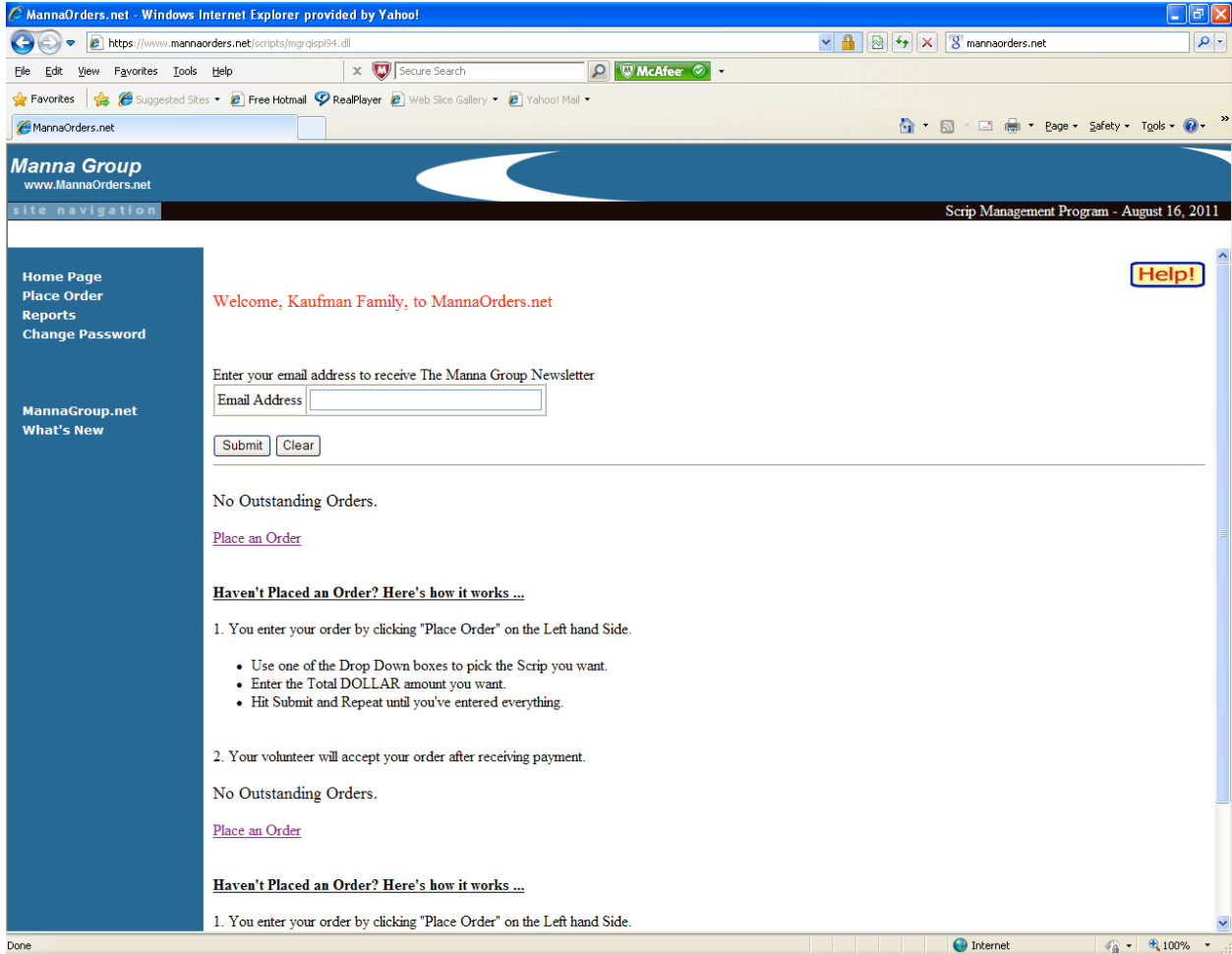
**Participant Sign In**

Organization #	<input type="text" value="0"/>
Participant Code	<input type="text"/>
Password	<input type="password"/>
Call YOUR Volunteer for a Password	
<input type="button" value="Submit"/>	<input type="button" value="Clear"/>

Done

Internet 100%

- Enter your email address and click Submit (only if you want to receive the Manna Newsletter).
- Click “Place an Order.”



- Under Active Scrips, chose a letter that the name of the store you wish to purchase fits into. (For example, Jewel is “G through M.”)
- Find the store you want (for example, Jewel) and the dollar value of that card.
- Click the store (for example, Jewel \$100).
- Enter the amount you want in “Order Amount” (for example, \$500).
- Click Submit. It will immediately print Jewel \$500 down below under Scrip Description.
- Repeat until your order is complete.
- If you are ordering from our Independent stores, click on Non Manna Scrip. Our independent list will drop down, similar to Active Scrips.
- Click “When your order is COMPLETE, [Click Here.](#)”

MannaOrders.net - Windows Internet Explorer

https://www.mannaorders.net/Scrips/mgrqsp194.dll?APPNAME=mv&PRGNAME=AddFamOrder&ARGUMENTS=-NS,-AKAUFMAN,-NO

Manna Group  
www.MannaOrders.net

site navigation Scrip Management Program - August 19, 2011

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When your order is COMPLETE, [Click Here.](#)

ORDER IS PENDING UNTIL PAYMENT IS RECEIVED AND ACCEPTED BY YOUR ORGANIZATION  
Order information is saved Automatically until you click Order Complete.

Participant Code	KAUFMAN	
Active Scrips	A through F	A-F, Hit the first letter of Desired Scrip until it appears.
	G through M	G-M, Hit the first letter of Desired Scrip until it appears.
	N through S	N-S, Hit the first letter of Desired Scrip until it appears.
	T through Z	T-Z, Hit the first letter of Desired Scrip until it appears.
Non-Manna Scrips	Non Manna Scrips	Hit the first letter of the Desired Non-Manna Scrip
Order Amount		Enter Total Dollar Value of Order

Submit Clear

Don't forget Gift Card Holders!

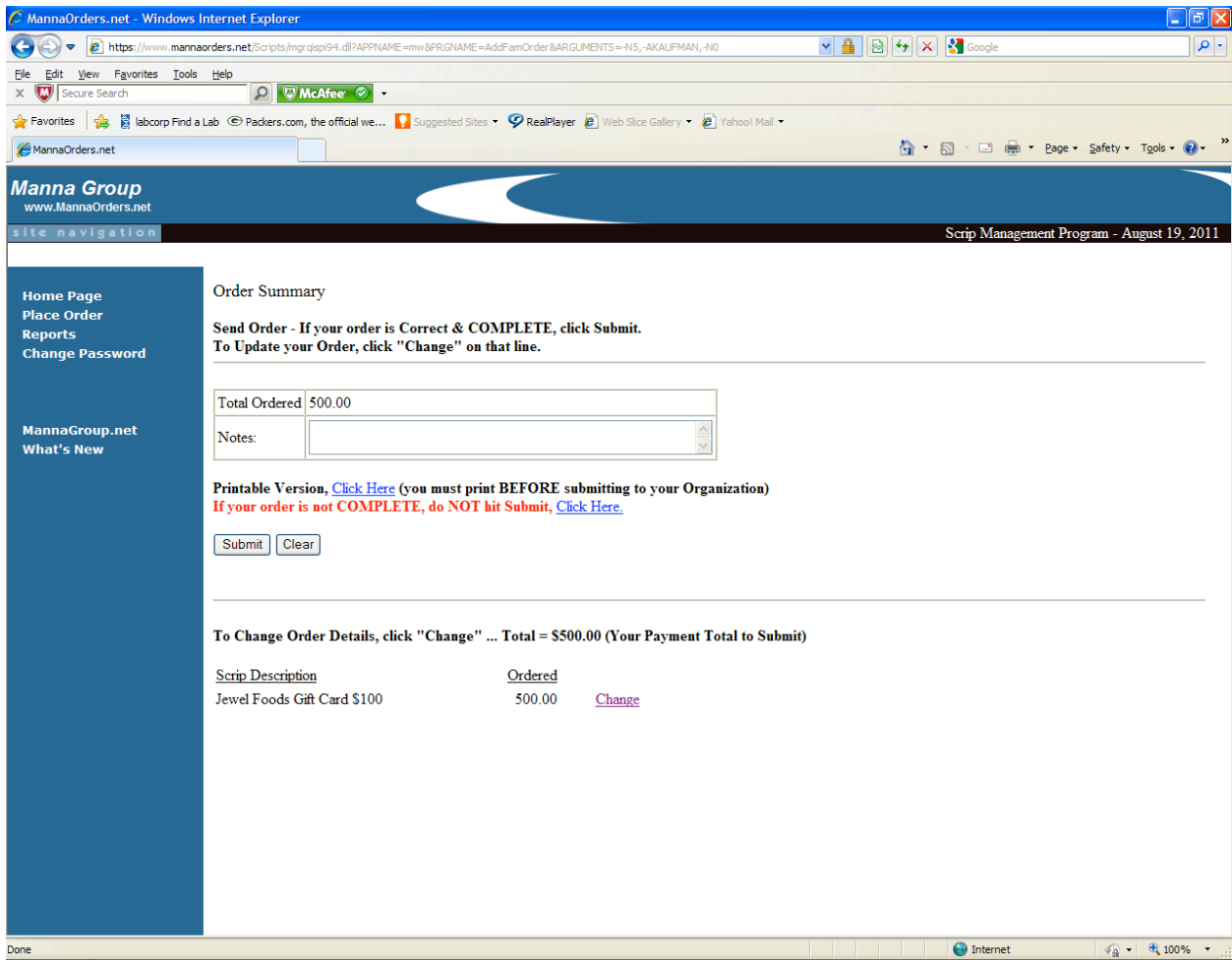
[Save / Logout](#) [Print](#)

To Change Order Details, click "Change" ... Total = \$500.00 (Your Payment Total to submit)

Scrip Description	Ordered	
Jewel Foods Gift Card \$100	500.00	<a href="#">Change</a>
<b>Kaufman Totals</b>	<b>500.00</b>	

When you are DONE, [Click Here.](#)

- Make sure your order is correct.
- Print your order so that you may send it to school along with your check, made out to “Shop” or use MannaPay. Be sure you are aware of the Terms and Conditions of MannaPay.



MannaPay allows Manna to deduct your order directly from your bank account. Follow the directions when ordering. When we receive your check or see that you have used MannaPay, we will “accept” your order. We must have your check by Tuesday morning at 8 a.m. so that we can accept your order. If payment is not made, we will not be able to approve your order and therefore it will not be processed.

You may continue to place your order manually, if you wish. As usual, your order will come home to you in the Thursday envelope. If you have any problems, please call us immediately.

## MANNAPAY

### Summary Page – Payment Options

- Check - If selecting payment by Check you may select Order Complete and your order will be sent to your Scrip Coordinator. Once payment has been received, your coordinator will accept your order and submit for fulfillment. Payment by check is payable direct to your Organization for the full amount of gift card order placed.

If MannaPay is selected, please follow the following instructions.

- Click on the Pay directly from your bank account at No additional charge (ACH)

- Fill out the necessary fields to complete the ACH payment – ALL fields are required

- Family Name
- ABA Routing Number
- Bank Account Number
- Payment Amount – You cannot pay a partial MannaPay payment, the amount shown is the total amount of your order. If you want to split your payment, paying some with MannaPay and some with check, separate orders must be submitted to your coordinator.
- Select Account Type: Checking or Saving
- E-mail Address – Will only use in case of problem with account information provided
- Daytime Phone Number – Will only use in case of problem with account information provided

- Once complete – Hit Submit and a Receipt will appear for your records. Please Print for your records at this time. Your order has been submitted to your Volunteer for Processing.