

How to Reload your Meal Card

Step 1: Log in to your account.

Step 2: Under the “Account” tab, your registered Meal Card should appear.

Step 3: If you haven’t done so, change the name of the card to your child’s FULL NAME and click the check button.

The screenshot shows the AVH Cafeteria account page. At the top, there are navigation tabs: Home, Account, AVH Cafeteria, and Participating Locations. Below the tabs is a button labeled "Add an AVH Cafeteria Prepaid Gift Card". The main content area displays a blue meal card with the AVH logo and the name "ALEXANDER VON HUMBOLDT CAFETERIA". Below the card, the following information is shown: Card # 6369 0500 1974 7515, Balance 0.00\$, Type Gift, and Card Name Hans Smith. A red box highlights the "Load Amount: 10.00" field and the "Checkout" button, with a yellow circle containing the number 4 next to it. Another red box highlights the "Card Name" field and the checkmark button, with a yellow circle containing the number 3 next to it. At the bottom, there are buttons for "Last transaction" and "Card history".

Step 4: Input the amount you wish to load the card with. Amount should be a minimum of CAD10 and a maximum of CAD100. Click “Checkout.”

Step 5: If you do not have a credit card saved on your account yet, you can add a new one. On the “Gift card load” page, click on “Add a credit card.”

The screenshot shows the "Gift card load" page. At the top, there is a box containing the following information: Gift card number: 6369 0500 1974 7515, Current balance: \$0.00, and Loading amount: \$10.00. Below this is a section titled "Your credit cards" with a table that has columns for Card, Expiration, Name on card, and Remove card. The table is empty, and the text "No results found." is displayed below it. A red box highlights the "Add a credit card" link, with a yellow circle containing the number 5 next to it. Below the table, there is a "PAYMENT TO: GIFT/CADEAU 1-888-899-8897" section. There is a checkbox for "I consent that I am at least 13 years of age, and I have read and accept the Website Sale Terms and the Privacy Policy." Below this are two buttons: "Pay CDN\$10.00" and "Cancel".

Step 6: Input your credit card details and billing address and click “Add your Card.”

The screenshot shows the "Credit Card" form. At the top, there are logos for VISA, Mastercard, American Express, and Discover. Below the logos are input fields for "Name on card", "Card number", and "Expiration" (with dropdown menus for month and year, and a CVN field). Below the card details is a section titled "Billing Address" with a checkbox for "Use a new address". There are input fields for "Postal Code" and "Street". At the bottom, there are two buttons: "Add your card" and "Cancel". A red box highlights the entire form area, with a yellow circle containing the number 6 next to it.

Important: You must complete all required fields with a valid credit card to process the transaction. The billing address must match the credit card address. If they don't follow the online instructions, the purchase will be cancelled. All fields are required.

How to Reload your Meal Card (cont'd...)

Step 7: On the "Gift card load" page, double check the "Loading Amount." Select the card you have just added/you wish to use and input your CVV number.

Step 8: Check the consent checkbox to agree to terms and click on the "Pay CDN\$(amount)".

Gift card load

Gift card number: 6369 0500 1974 7515
Current balance: \$0.00
Loading amount: \$10.00

Your credit card has been successfully saved to the system.

Your credit cards

Card	Expiration	Name on card	Remove card
<input checked="" type="radio"/> Visa ending in 1278 590	05/2025	Ma Divina Caronan	Remove card

[Add a credit card](#)

PAYMENT TO: GIFT/CADEAU 1-888-899-8897

I consent that I am at least 13 years of age, and I have read and accept the [Website Sale Terms](#) and the [Privacy Policy](#).

[Pay CDN\\$10.00](#) [Cancel](#)

Step 9: If payment was successful, the receipt will appear on the screen and you should receive an email receipt as well.

Note: in your credit card statement, payment will show as coming from "GIFT GIFT 18888998897" before and after a successful purchase. You will also receive by email a receipt of purchase and a confirmation of the transaction.

Home Account AVH Cafeteria Participating Locations

AVH Cafeteria
GIFT/CADEAU 1 888 899 8897

ORDER CONFIRMATION
Invoice: # 8230
RELOAD GIFT CARD: 636905001974 7515
TOTAL AMOUNT: 10.00\$

CC PAYMENT: ***** 1278
DATE: 2023-08-30 11:12

GST: 846140283RT0001
QST: 1218471371TQ0001

Very important to note:
If you have questions you may contact: 1 (888) 899-8897
The charge to your credit card will appear as follows on your statement: GiftCadeau 18888998897

GIFT/CADEAU 1 888 899 8897
564-1804 BOUL LE CORBUSIER LAVAL QC
Contact: service@seemypass.com
TEL: 1 (888) 899-8897

Step 10: To check your new balance, log back into your account and go to the Account tab. You should see the new balance.

Home Account AVH Cafeteria Participating Locations

[Add an AVH Cafeteria Prepaid Gift Card](#)

Card # 6369 0500 1974 7515
Balance 10.00\$
Type Gift
Card Name Hans Smith

Primary

Load Amount: 10.00 [Checkout](#)

[Last transaction](#) [Card history](#)