

## *Instructions from CashlessSchools*

As CashlessSchools will no longer be providing online payment services in the new school year September 2017, it is important to withdraw any remaining funds you may have in your CashlessSchools account.

- 1) If you do not have any funds in your CashlessSchools account (your account balance is \$0.00), you do not need to do anything.

***\*Note:** With a \$0.00 balance and no further activity, your CashlessSchools account will go dormant and be archived for historical purposes and be considered 'Closed'.*

- 2) If you do have remaining funds in your CashlessSchools account, AND, you have a pre-authorized debit (PAD) agreement set up on your CashlessSchools account (i.e. under the 'Saved Bank Account' link from the left hand panel of options), you can log in and make a withdrawal today.

***\*\*Note:** if your school used the On-Campus Wallet to make cafeteria purchases, be sure to 'Withdraw from Wallet' the balance from your On-Campus Wallet back to your Cashless account prior to withdrawing all funds.*

- 3) If you do have remaining funds in your CashlessSchools account, AND, you do NOT already have pre-authorized debit (PAD) set up on your CashlessSchools account, CashlessSchools will be sending you an email later in June that will provide you with further instructions.
- 4) CashlessSchools will remain open and available through the summer to provide you with ample opportunity to withdraw any remaining funds in your account.
- 5) If you have any questions for CashlessSchools regarding the above, please contact them at: [Support@CashlessSchools.com](mailto:Support@CashlessSchools.com)