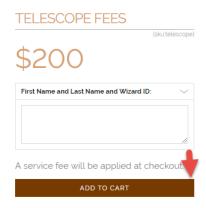
### Making a Payment or Purchasing Items

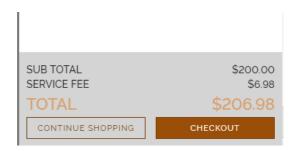
- 1. Visit the St. Vrain Web Store to make payments ONLINE! https://stvrain.RevTrak.net
- 2. Find your student's school. (Select **All Other Fees** if applicable)
- You will need your Infinite Campus Parent Portal Login Information to make a payment for Required Fees.
  - (If you do not know your Infinite Campus login please contact your student's school)
- 4. Enter the **User Name** and **currently enrolled child's birthdate** for your Parent Portal account.
- 5. Select the fees you would like to make a payment for and click Next Page.
- 6. Confirm the fees you have selected and click Go to Checkout
- 7. Select the item you wish to purchase, enter any requested information, and click the **Add to Cart** button.



Click the **Checkout** button if you have no additional items to add.

To make a payment for another fee or student, click **Continue Shopping**.

Select additional fee type and fees, enter required information. When all fees are in your shopping cart, click **Checkout**.



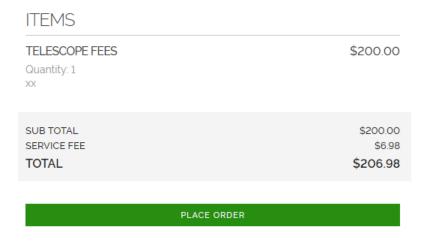
At the checkout screen, if this is your first purchase in the Web Store, click on **Create New Account**, fill in all requested fields including Email and Password and click **Create Account**. This email address and password will serve as your Web Store account login on subsequent visits.

If you are a returning customer, enter the email address and password you established on your first visit and click the **Log In** button.

# Email Password Password LOG IN CREATE NEW ACCOUNT

Complete billing and account information, if applicable.

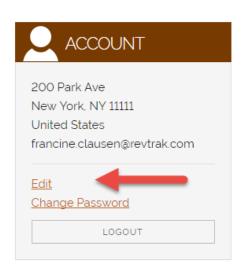
Verify information and click the **Place Order** button. Your order will be processed, and you will receive a receipt at the email address associated with your RevTrak account.



# **Updating Your Contact Information**

### **Access Account Settings**

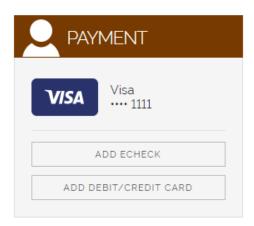
- Access the Web Store and log in to your account
- · Click on My Account on the navigation bar
- Click Edit
- Make your edits and click **Update**



# Adding or Updating Debit/Credit Card Information

**Access Account Settings** 

- Access the Web Store and log in to your account
- Click on My Account on the navigation bar
- Click Add Debit/Credit Card
- Make your edits and click Update



• Enter card information and click Add Card

