



**Dr. Philip M. Ehrhardt**, *Superintendent*  
Administration Service Center  
28W250 St. Charles Road  
West Chicago, Illinois 60185-1400

[pehrhardt@bendist25.org](mailto:pehrhardt@bendist25.org)  
Phone: (630) 876-7800  
Fax: (630) 876-3325  
[www.bendist25.org](http://www.bendist25.org)

---

## Online Payments

For your convenience Benjamin School District 25 has contracted with RevTrak, a national credit card payment processor, to provide you the simple security and convenience of making online payments for fees throughout the school year.

You may use Discover, VISA or MasterCard credit/debit cards. There are no additional fees charged for the convenience of using this service. Payments will be processed on a secure site powered by RevTrak. Look for the RevTrak icon located on the District's website at [www.bendist25.org](http://www.bendist25.org).

Each family has the ability to create an account for these payments. Attached are step-by-step instructions on how to make payments and create an account. If you do not see the item you want to purchase, please contact the school's office.

When making payments via RevTrak for the new school year's registration fees, **please print out a receipt, attach the receipt to the Registration Fee form and return to the school's office** along with all completed paperwork. All fees and forms are due **no later than May 1, 2019**. Charges will be made to your credit card; all student balances/transactions will be posted to PowerSchool by August.

### **LUNCH PAYMENTS**

**Money for the 2018-2019 school year can still be added to your child's account. In August, any amount remaining will be transferred to the new school year. Also at that time, you will be able to start adding funds for the 2019-2020 school year. Money from registration will be posted by the start of the new school term.**