

## QKR! – HOW TO CANCEL AN ORDER

The cut off time for all orders is 9.00am on the day of the order, so cancellations **must be made before 9.00am**. It is not possible to cancel after this time.

The canteen cannot provide refunds or cancel your order via the Qkr! system – orders must be cancelled by the account holder.

To cancel an order (complete or part of), please follow these steps via Qkr!:

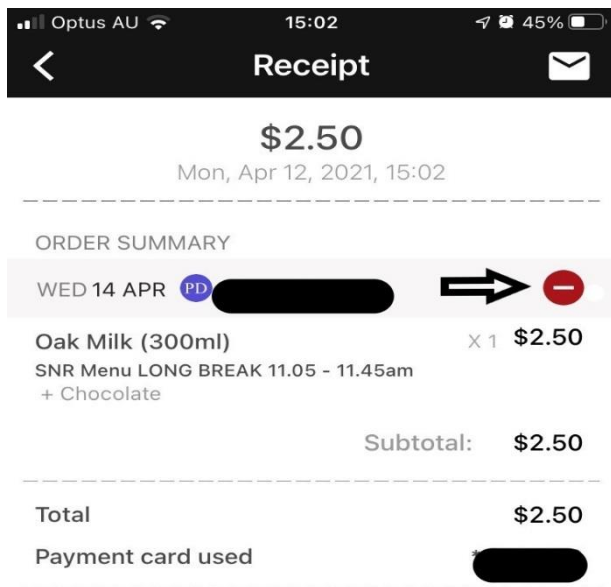
- Go into your 'My Receipts' in the top left menu.
- Click on the order you wish to cancel.
- Select the red 'cancel' circle/icon (indicated with arrow on **Image 1**)
- Check which item or order you'd like to cancel
- Confirm by clicking 'OK'

Qkr! will then add the credit to your Qkr! account for the amount of the order/items you have cancelled (**Image 2**)

The credit amount will then be deducted from your next order.

If there are any questions about this process, please email Penny Dearman at [pdearman@cbc.sa.edu.au](mailto:pdearman@cbc.sa.edu.au).

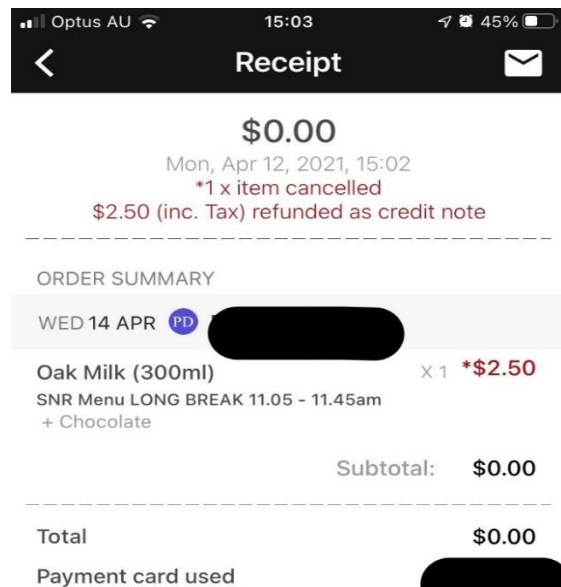
**Image 1**



REF #0464-029-016

**Christian Brothers College Adelaide**  
214-324 Wakefield Street, Adelaide SA 5000  
Christian Brothers College Adelaide

**Image 2**



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