



# HOW TO USE YOUR eCHEQUE & eVOUCHERS



**Free**  
School  
Meals



# HOW IT WORKS

## Using VoucherShop for Free School Meals supermarket eVouchers.

You will receive a VoucherShop **eCheque** which you exchange online for **Supermarket eVouchers**. You can then spend these eVouchers at the supermarket.

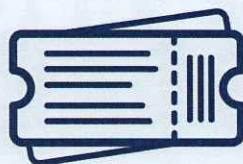
Keep reading for more information on using your eCheque and eVouchers.

VoucherShop is an online platform run by Sodexo, the quality of life experts, to issue eVouchers for supermarkets including **Sainsbury's, ASDA, Morrisons, Tesco, M&S Food, and Waitrose.**

Receive eCheque



Claim eVouchers



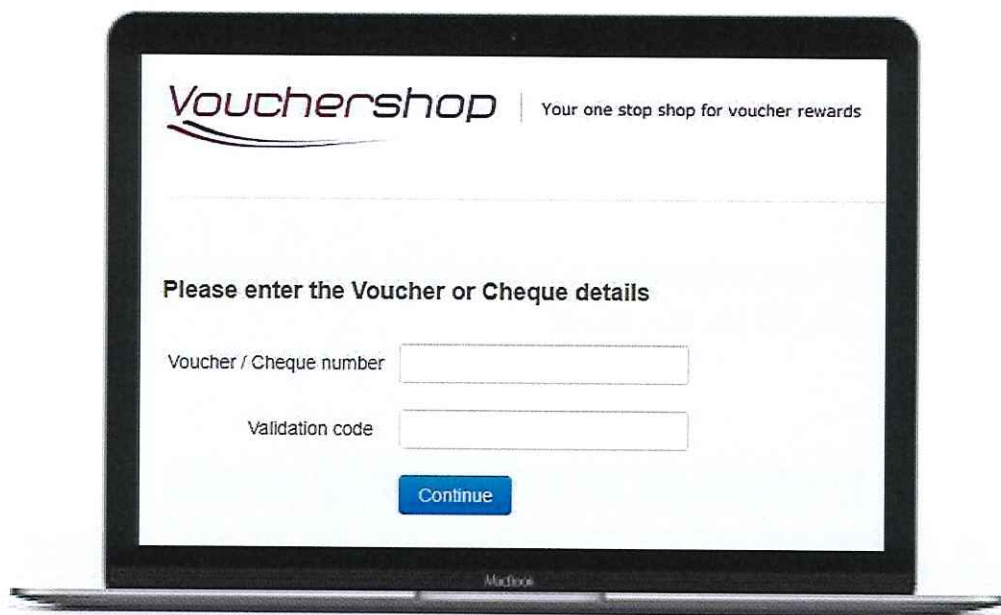
Spend eVouchers



# USING YOUR eCHEQUE

**01** Receive your eCheque via email

**02** Go to [www.vouchershopexchange.co.uk](http://www.vouchershopexchange.co.uk) and enter the 'cheque number' and 'validation code'



**03** Select the supermarket you would like to use your eVouchers at.

**04** Enter your details and submit your order

**05** You will receive two emails. One 'order confirmation' and one email with a link to your eVouchers.

**Note: You can only claim eCheques issued by VoucherShop or Sodexo here. You cannot claim "eCodes" issued by 'Edenred' or any other supplier.**



# USING YOUR eVOUCHERS

- 01** Before visiting the supermarket, click on the link in your eVoucher link email (*not your 'order confirmation' email*)
- 02** Your eVoucher will open in an internet browser page
- 03** Either print a copy of your eVoucher or save a copy to your mobile phone, make sure the barcode and PIN are clearly visible.
- 04** Go to the supermarket and present your eVoucher barcode and PIN at the till for payment.

**IF YOU HAVE ANY QUESTIONS PLEASE  
GET IN TOUCH WITH YOUR SCHOOL ADMINISTRATOR.**

[Click here for help and more information](#)





**sodexo**  
QUALITY OF LIFE SERVICES

*VoucherShop*

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