



Dear parent/guardian,

Encounter Preschool is pleased to offer **MyProcure**, a free online portal for you to access account information and easily pay tuition. MyProcure is safe, secure and created with your convenience in mind.

**Log in today!**

1. Go to [MyProcure.com](http://MyProcure.com).
2. Enter your email address (the email you have on file with Encounter Preschool) and choose **Secure Login**.
3. Enter the confirmation code sent to your email, choose a password, and press **Secure Login**.
4. Then you may:
  - a. View your account statements.
  - b. Use the **Pay** button to make a payment with your card.

Thank you!

Encounter Preschool and MyProcure