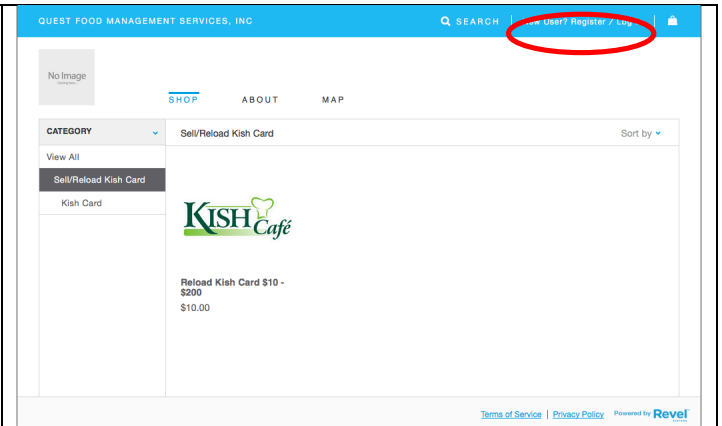


Set up your KishID with a declining balance for Kish Café

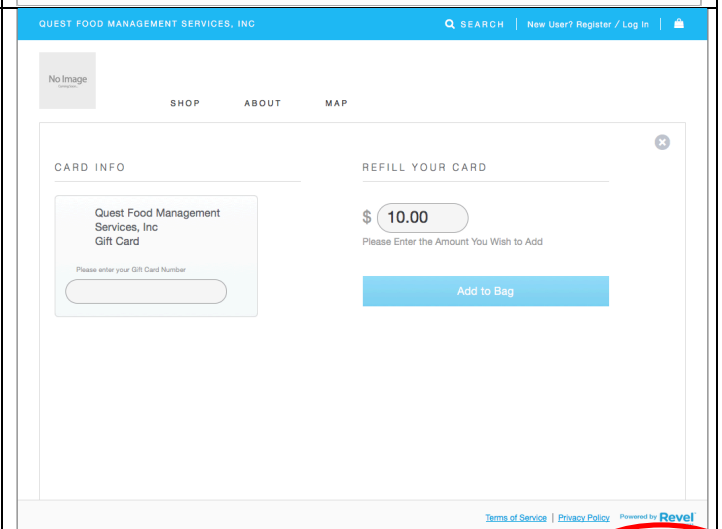
Step 2: Add money to your KishID card through Revel

1. Login to Revel using email address and password from Step 1

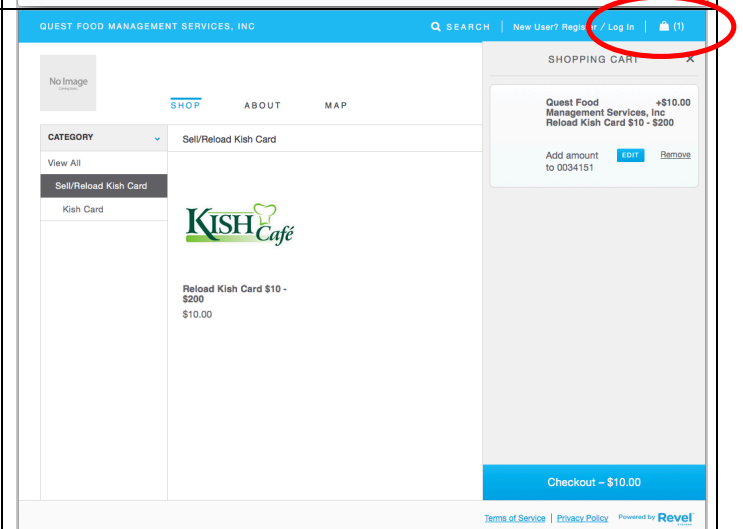


2. Click on Reload Kish Card. A new screen will appear. In the Gift Card Number field, fill out your **Kish ID number**. Must be 7 digits.
3. In the Refill Your Card box, enter the amount you wish to add to your card in \$5 increments.
4. Click on **Add to Bag**.

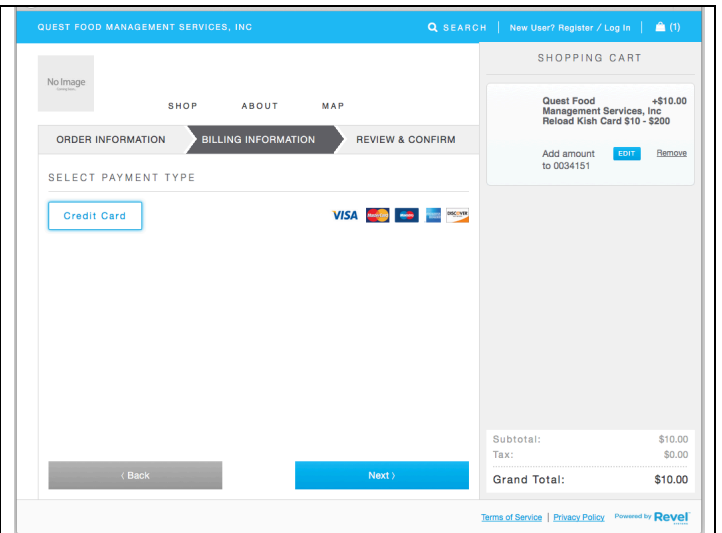
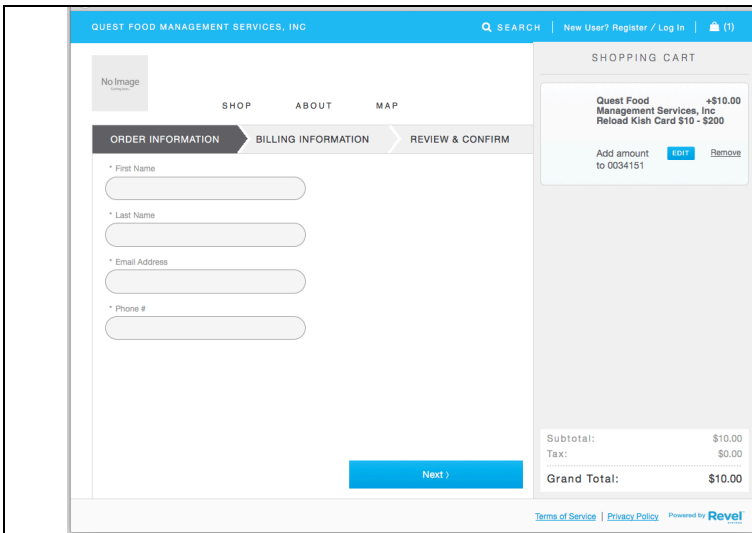
Note: if your ID number is three digits long, the preceding four numbers will be "0" to make it 7-digits long. Example: 0000123



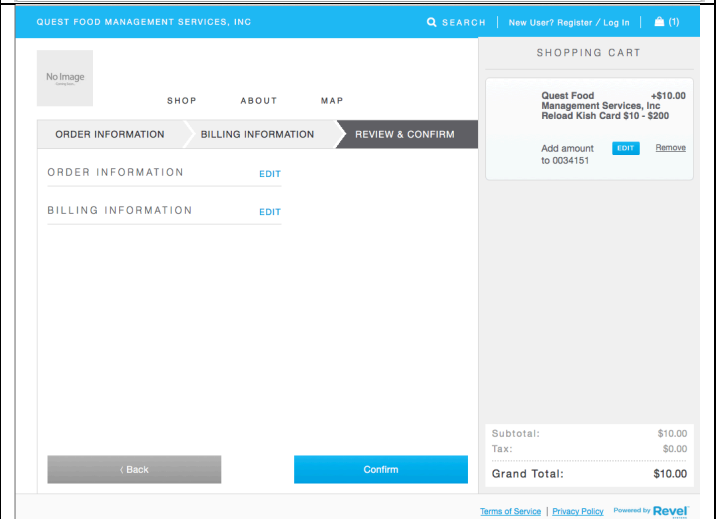
5. Item is now added to your cart. Click on the shopping bag the upper right corner. If it is correct, click on the blue checkout button at the bottom.



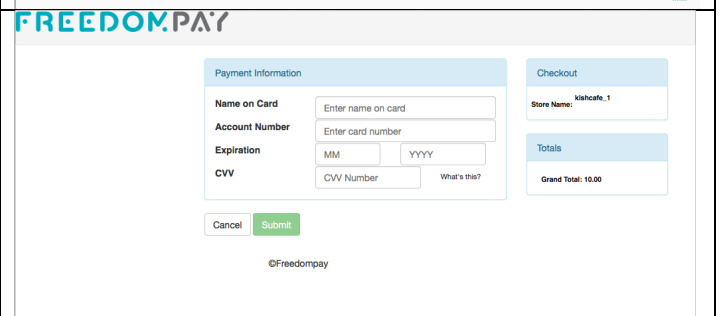
You'll see three screens before paying for the amount. Fill out the required fields for Order Information. Click on the blue Next button to continue onto next screen.



You must click on Confirm to finish & pay.



6. You can now pay with your Credit Card, it will show as a charge for Quest on your statement. After you fill out your credit card information & click on Submit button, you will have money on your KishID to use at Kish Café.



For questions on this process or to check your balance, visit Kish Café.

If you are having troubles setting up an account, visit Marketing & Public Relations in A1227.