



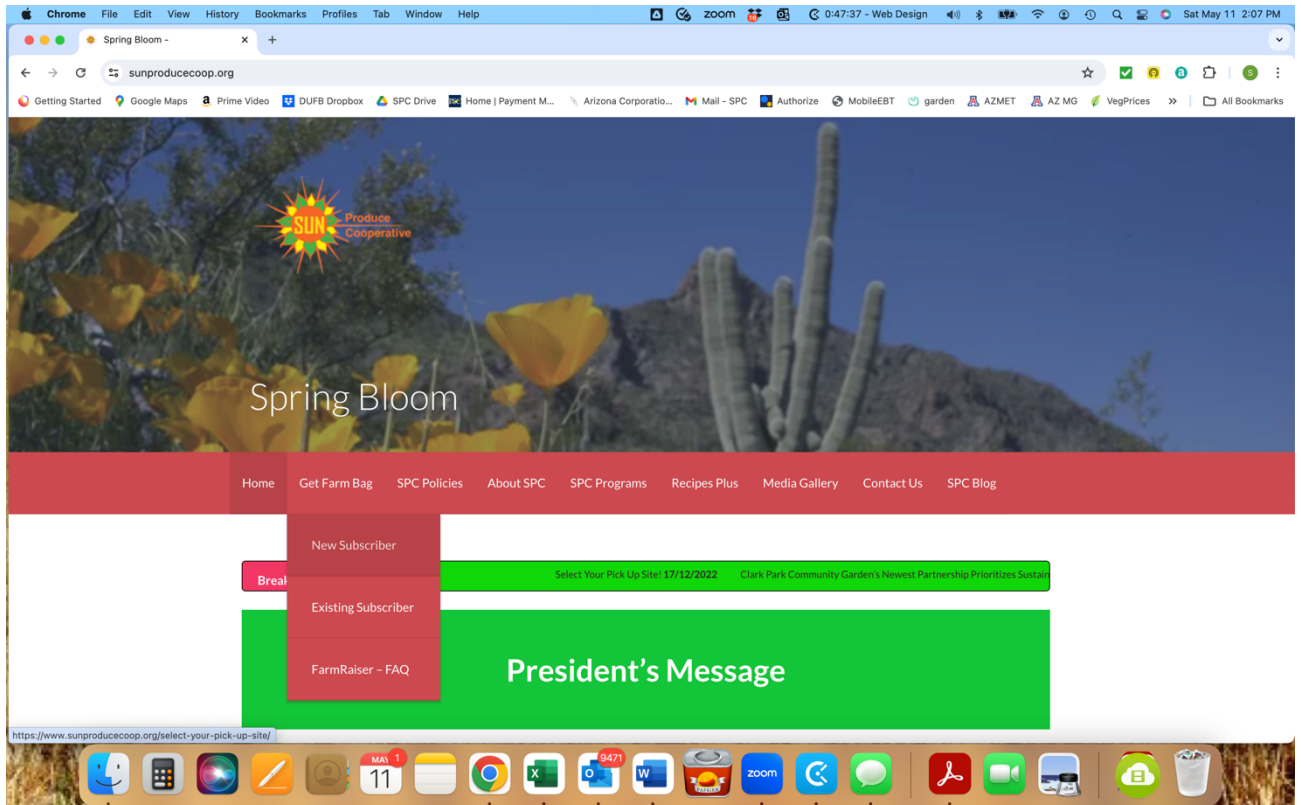
How to Sign Up for a Farm Bag

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Step #1

Go to SunProduceCoop.org. (While you are on this page, please take a minute to read the Sun Produce Co-op Farm Bag program: Policies, Statement of Privacy, Terms and Conditions, and; Frequently Asked Questions!)

Step #2

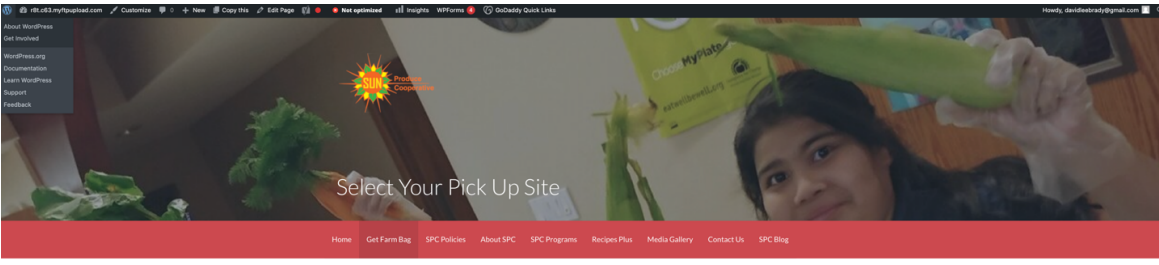


Click on the Get Farm Bag tab. Select the New Subscriber option. (If you are already enrolled in Sun's Farm Bag program, Select the Existing Subscriber option, enter your subscriber information and then you can select the METRO TECH site to start getting your produce bags from here. Follow the usual ordering steps).



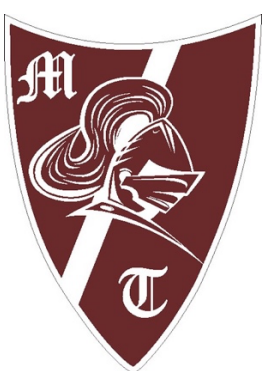
How to Sign Up for a Farm Bag

Step #3 New Subscriber





Select Your Pick Up Site Below!

As a New Subscriber, you will be directed to the Select Your Pick-Up Site page. Scroll down the page until you find the METRO TECH site in the Tempe section. Select the “I Want this Site” button under the **METRO TECH site**.



Step #4 Login for a New Subscriber

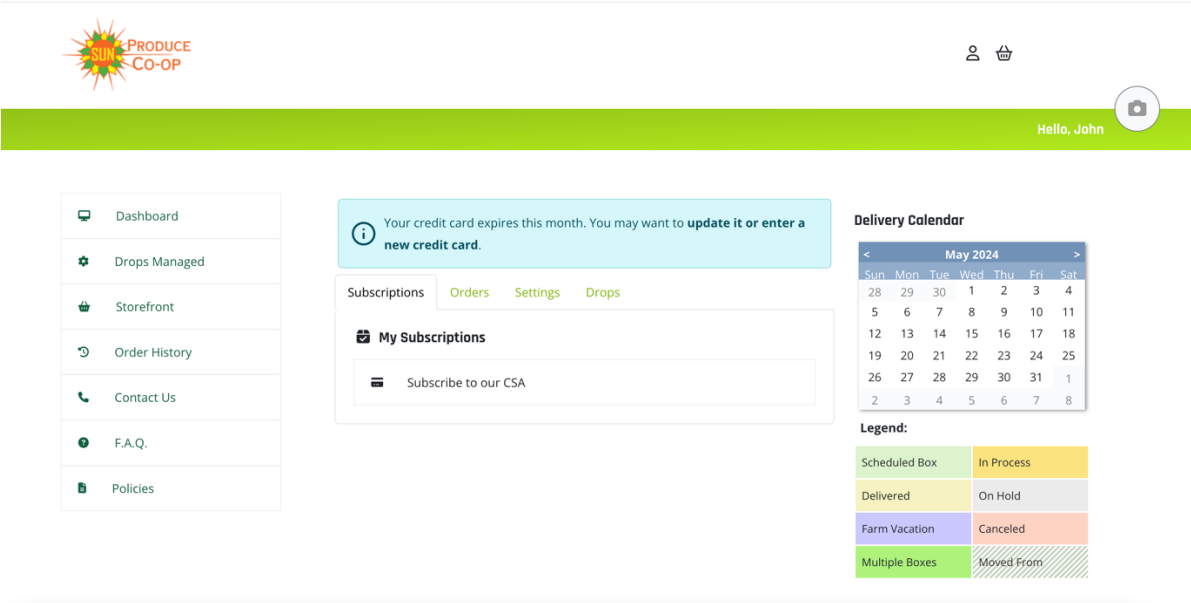
Click on the green “Sign Up for One” tab below Don’t Have a Login Account Yet? Complete the form below and press the red “Create Login Account” tab.

 <div data-bbox="267 1407 600 1606"> <input type="text" value="email"/> <input type="password" value="password"/> <p><input checked="" type="checkbox"/> Remember me Forgot Password?</p> <p>LOGIN</p> </div> <div data-bbox="267 1617 544 1669"> <p>Don't have a Login account yet? Sign Up for one!</p> </div>	<h3>Create Login Account</h3> <p>Please give us your email address and a password to access your account in the future.</p> <div data-bbox="885 1365 1323 1606"> <p>First Name <input type="text"/></p> <p>Last Name <input type="text"/></p> <p>Email Address <input type="text"/></p> <p>New Password <input type="text"/></p> <p>Verify Password <input type="text"/></p> </div> <div data-bbox="966 1627 1242 1690"> <p><input type="checkbox"/> I'm not a robot </p> </div> <p>Create Account</p> <p><input checked="" type="checkbox"/> Sign up for updates and special offers</p>
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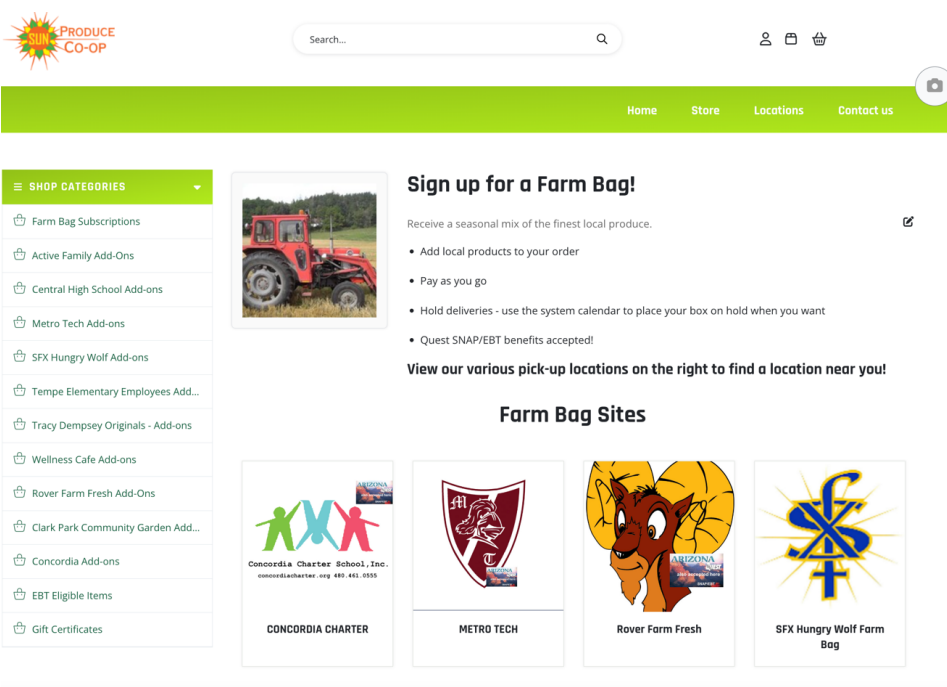
How to Sign Up for a Farm Bag

Step # 5 the Dashboard



Your Dashboard is your METRO TECH Farm Bag site landing page. (When convenient, take some time to familiarize yourself with its features.) Be sure to review both the tabs in the middle of the page and the Options Menu in the left column of the page. Select the Storefront tab from the left column menu.

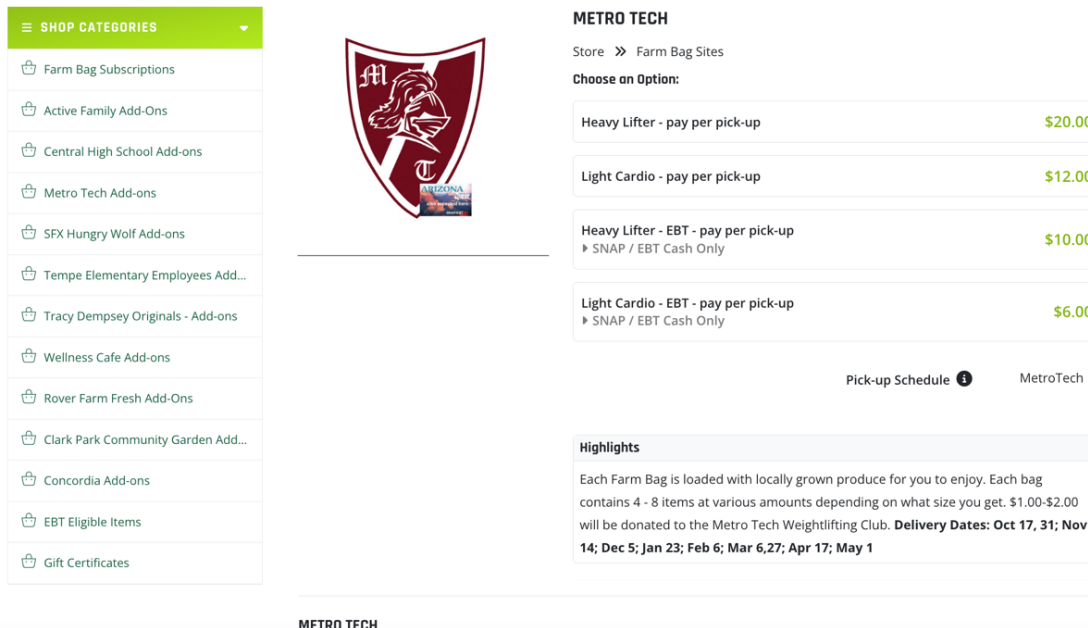
Step #6 Storefront



The available Farm Bag sites gallery will scroll from right to left. Select the METRO TECH logo.

How to Sign Up for a Farm Bag

Step #7 Choose your Farm Bag



SHOP CATEGORIES

- Farm Bag Subscriptions
- Active Family Add-ons
- Central High School Add-ons
- Metro Tech Add-ons
- SFX Hungry Wolf Add-ons
- Tempe Elementary Employees Add...
- Tracy Dempsey Originals - Add-ons
- Wellness Cafe Add-ons
- Rover Farm Fresh Add-ons
- Clark Park Community Garden Add...
- Concordia Add-ons
- EBT Eligible Items
- Gift Certificates

METRO TECH

Store >> Farm Bag Sites

Choose an Option:

- Heavy Lifter - pay per pick-up **\$20.00**
- Light Cardio - pay per pick-up **\$12.00**
- Heavy Lifter - EBT - pay per pick-up **\$10.00**
▶ SNAP / EBT Cash Only
- Light Cardio - EBT - pay per pick-up **\$6.00**
▶ SNAP / EBT Cash Only

Pick-up Schedule ⓘ MetroTech

Highlights

Each Farm Bag is loaded with locally grown produce for you to enjoy. Each bag contains 4 - 8 items at various amounts depending on what size you get. \$1.00-\$2.00 will be donated to the Metro Tech Weightlifting Club. **Delivery Dates: Oct 17, 31; Nov 14; Dec 5; Jan 23; Feb 6; Mar 6,27; Apr 17; May 1**

Select the *Active Family Bag*. (One of the great features of this software is that you will only have to tell us when you DON'T want a bag! Otherwise, your subscription will auto-renew.) Once you have chosen your Farm Bag, click on the green "Add to Basket" button. If you don't see the "Add to Basket Button, it means you need to select a pick up site and day of pick up in the box just below the farm bag selection options. When you add your product, a pop-up will slide in from the right and display the contents of your cart.

If you want to add any Add-ons to an existing order, Select the METRO TECH. AddOns are in the Shop Categories menu of the left column.

If you are ready to check out, click the green "Checkout" button. You will be taken to the "You Basket" page. Note: If you would like to order more than one produce bag per delivery, you will need to go through the ordering process again.



How to Sign Up for a Farm Bag

Step #8 Checkout

Your Basket

The next available date is Thursday, Oct 17

Item	Price	Qty	
METRO TECH (Heavy Lifter) ▶ First Pick-up: Thursday, Oct 17 ▶ Schedule: MetroTech ▶ Pick up at: Metro Tech , Thursdays	\$20.00	1 <input type="text"/>	\$20.00

Have a Coupon or Gift Cert?

How did you hear about us?

Cart Subtotal	\$20.00
Order Total	\$20.00

Once you are at “Your Basket” page, please note the next delivery date, and review what is in your basket. You may either “Continue Shopping” or click on “Checkout” at this point. Once, at checkout, you will enter your delivery and contact information. (You only have to do this one time). If everything is correct, click on Continue and you will be directed to enter payment information. Once this is in, you are all set to get your METRO TECH Farm Bag!

Step #9 Putting Deliveries on HOLD If you wish to place a future bag on hold, click the specific hold date on the Delivery Calendar, which is on the right side of the dashboard screen, then click the Hold Delivery button. Congratulations! Your bag for that delivery is now on hold. Please note, placing a future bag on hold does not cancel your subscription!

Step # 10 Cancelling a Subscription

While we hate to see you go, we understand you may want or need to cancel your subscription at some point. To cancel your subscription, log into your member dashboard, click on "View Modify Subscription," tab and select "Cancel My Subscription." Then select "Cancel My Subscription" from the pop-up box. From here, you will get a confirmation page showing that your subscription is now cancelled. If you do not, please notify us at sunproducecoop@gmail.com.

Thank you for your support the edible education program at METRO TECH as well as local farms and Sun Produce Cooperative.