Fundraise with Garden City Collegiate



Peak of the Market Veggie Bundles

HOW TO ORDER ONLINE



Step 1: Visit www.peakfarmtoschool.com and click on BUY A BUNDLE from the Menu. Hit CLICK HERE TO PURCHASE and select the quantity of the bundle you would like to order and click on Add to Cart. Select Continue Shopping if you would like to add multiple bundle types. *Be sure to click Update Cart to reflect changes to the quantity.

NOTE; you can have your customers buy their orders individually OR collect the orders & payment and make one large order under your name. (Some people dislike having to place their order online and would rather pay you directly in cash or by etransfer)

- Step 2: When you have ordered all of your bundles, click on Continue to Check Out to pay.
- Step 3. Use the drop down menus to select the **Province**, and then **Garden City Collegiate** from School/Daycare/. Be sure that you tell your customers the correct spelling of the Student's name responsible for the order with grade level (ie. Saundra Lubkey gr9) so that the profit can be traced back to you!! Checking "Community Order" will send the profits to the school in general.
- Step 4. Enter Billing and Payment Info, once done click on **Review Order**. If you spot an error, click **BUY A BUNDLE** to go back and make changes and then hit **Update Cart**. Once your are satisfied everything is correct proceed to **Place Order**.
- Step 5. You will see an ORDER COMPLETE screen with your order number and an email will be sent to you confirming your order details. Please print or save a copy of this email until you have received your order.
- On delivery day, Wednesday, October 8th, make transportation arrangements to pick up all of your Veggie Bundles between 2:30 and 4:30pm and deliver them to your customers.

NEED MORE HELP? Contact Saundra Lubkey at Garden City Collegiate, 204-339-2058 or email <u>saundra.lubkey@7oaks.org</u>