Managing your Tantre Farm Summer CSA

Please review these directions to use your new CSA account dashboard, and to make changes to your Summer CSA during your subscription.

Table of Contents

- Dashboard
- Change your pick up location
- <u>Vacation Holds</u>
- Subscription Details

Dashboard

	Search for products	This show Subscripti						
	this is your dashboard		SA)	iiiie	1	0	1	
sard 🖵	My Subscriptions		0	Delive	ry Cale	ndar		
	See what's in my box / View calendar		<	-	April 2	021		>
	Place box on hold for a week		Sun 28	Mon Tu 29 3		Thu 1	Fri 2	Sat 3
	View/Modify subscription		4	5 6	7	8	9	10
	Drop Point Details		11	12 1 19 2	3 14 0 21	15 22	16 23	17 24
	Purchase or renew subscription		25	26 2		29	30	1
			2	3 4	5	6	7	8
u choose	e to pay via check, no this will reflect		on he	ted date old vacation	CE	hedulo inceleo livereo	d	X

If you owe money it will show on your cash account balance as a negative number. Click "pay off Balance" to pay via paypal or make arrangements to pay via Cash, Check or Venmo

Change your pick up location

	123 .	Search for products:	Q	🛔 My Account	C Admin	9	៣ Ne	xt Del	ivery	6	 Lop 	gOut
<u>(</u>	NTRIAND	Choose Modify subscription to										
		change the pick up location								0	Ca	urrin Har
Dashboard	•	Delivery: Summer CSA Share 2021 / Box Jun 04, 2021		choos on the or clie	e cale	enc	lar	livery	Cale	ndar		
		Pickup at: Tantre Farm - Fri Drop Details [Modify Subscription]		- /		<	-	-	ne 20			>
			ct week			Sun 30	Mon 31	1	Wed 2	Thu	Fri 4	Sat 5
		week Subscription				6	7	8	9	10	11	12
		Summer CSA Share 2021/Box				20	21	22	23	24	18 25	19 26
		Nex	t Week	*		27	28	29	30	1	2	3
		Subscription Details				on h			ca	8 nedul	d	10 DX
		Reschedule Single Delivery Change the drop-off site and/or weekday for this week's delivery. Note: To permanently change this subscription's drop and delivery date, use your "CSA Subscription" page.				rarm	vaca		de lotes:	livere (admin		

If you know you will be missing a week you may choose to make arrangements for someone else to pick up your share. If you choose not to, please login to the system and place the share on hold by using the "modify subscription" feature.

								٢	Ca	irrin H
	Summ	er CSA Share 2021 / Box		1	De	livery	Caler	ndar		
	Subscription ID:	#239191		<		Ар	ril 20	21		>
	Pick-Up at:	Tantre Farm - Fri 🗸 🔮		Sun	Mon	Tue	Wed	Thu	Fri	Sat
	On:	Fridays		28	29 5	30 6	31	1	2 9	3 10
	Frequency:	Weekly	s	11	12	13	14	15	16	17
	Share Size:	Box		18	19	20	21	22	23	24
	First Delivery:	Week 22 of 2021 - 06/04/2021		25	26	27	28	29	30	1
	Split with:			2 selec	3.	4 lato	5	6 hedul	7	-
		Authorized for COD payment. (on or after delivery)		on ho	ld		ca	ncele	d	

Please choose "save changes" to finalize your pick up location changes

Ø	NTIL AND							
nboard	-	Delivery: Summer CSA Share 2021 / Box		c	Delive	ry Caler	(I) Indar	
		Pickup at: Tantre Farm - Fri Drop Details [Modify Subscription]		<		lune 20	21	k
		Hold Delivery Next week	20	Su 30	n Mon Tu 31 1		Thu 3	Fri Sa
		Subscription		6	7 8	9	10	11 12
		Summer CSA Share 2021/Box		13				18 19 25 26
		Next Week	*	27	28 29	30	1	2 3
		Subscription Details		4 sele	5 6 ected date	sch	8 hedule ncelec	9 10 Id box
		Reschedule Single Delivery Change the drop-off site and/or weekday for this week's delivery. Note: To permanently change this subscription's drop and delivery date, use your "CSA Subscription" page.		farn	n vacation Box	de Notes: (livered (admin	

When you choose to modify your subscription, you have an option to change the your pick up location as well.

6	Search for products	٩	My Account	C Admin	🛗 Nex	t Deli	very	۲	Log Out	
								0	Carrin	Ha
	Delivery: Summer CSA Sha	re 2021/Box		e) Del	ivery	Calend	dar		
		[Modify Subscription]		<		Jui	ne 202	n	>	1
		Hold Delivery Next week			Mon			the F	ri at	U
			_	30	31	1	2	10 1	1 2	
	Subscription			13	14	15		17 1		
	Summer CSA Share 2021/Box			20	21	22	23	24 2	5 26	
		Next Week		27	28	29	30	1	2 3	L
	Subscription			4	5	6	7	8	0	J
	Juberpilor	IDELENS		sele on h	cted d	ate		eduled celed	box	
	Reschedule Single Delivery			farm	vacat	ion	deli	vered		
	Change the drop-off site and/or weekday for th Note: To permanently change this subscription use your "CSA Subscription" page.				1	Box N	otes: (a	admin)		

Your current pick up location and date are displayed at the top

	search for nearby location	My Account	🛡 Admin 🔅 Log Out 🛛 📺 ^
	using your address, zip		•
scroll down to see	Pick-Up Locations : Your Address, Zip,	or City	
all available pick up locations	Please select the location where you would like your delivery.	Map Satellite	E2
	PRIVATE LOCATION (SunVillage members ONLY) Please pay attention wednesday to day for your location	MICHIGAN Milwaukee Grand Rapids Lansing Detroit Chicago Am Abo	N +
	This is for a specific organization who has arranged CSA shares for pick up at their chosen private location.	O Toledo	Akron Terms of Use
	Ann Arbor Farmers' Market		

Please pay attention to the date you are modifying. You can choose to change the pick up location for any week in your 18 week share. Please be sure to make note if you are only changing the pick up location for one week.

Vacation Holds

Delivery: Summer CSA Share 2021 / Box Jun 05, 2021	-	De	livery	Calen	dar		
Pickup at: Chelsea Farmers Market Drop Details [Modify Subscription]	<		Ju	ne 20	21		
Hold Delivery Next week »	Sun	Mon	Tue	Wed	Thu	Fri	Sa
	30	31	1	2	3	4	5
Coloradiation	6	7	8	9	10	11	1
Subscription	13	14	15	16	17	18	1
Summer CSA Share 2021/Box	20	21	22	23	24	25	20
Next Week >	27	28	29	30	1	2	3
	4	5	6	7	8	9	10
Subscription Details	selec	ted d	ate	sch	nedule	ed bo	X
	on he		1.000		ncele		
Reschedule Single Delivery	farm	vacat	lion	del	ivere	a	
Change the drop-off site and/or weekday for this week's delivery. Note: To permanently change this subscription's drop and delivery date, use your "CSA Subscription" page.			Box N	lotes: (admin	1)	

Choose "hold delivery "if you are unable to pick up your share. *Please note, if you put your share on hold and it is not claimed within 24 hours, we will donate your share.

6	TREP	ALL	Search for products		Q A My Account	Admin	簡 Next D	elivery		🕑 Log	Out
									0		
			Delivery: Summer CS	A Share 2021 / Box		ć	Delive				
			e the thread for by the	(Mony Subscription]		1					
			e the box or ha	Prev week Next v	veek >			ie Wed			Sat 5
						e	5 7 8	9	10	11	12
					-	1	3 14 1	5 16	17	18	19
			Summer CSA Share 2021/Box	How should we handle this delivery?	held	2	0 21 2	2 23	24	25	26
				delivery?		2	7 28 24	9 30	1	2	
			Su	Donate Hold Cance			S 6		8	9	
						on	ected date hold	Ca	incele		×
			Reschedule Single Delivery			far	m vacation	de	elivere	d	
			Change the drop-off site and/or wee Note: To permanently change this si use your "CSA Subscription" page					k Noles	(admi		

You may put your share on hold if you are not able to pick it up. We recommend you have a friend or family member pick up the share or that you donate the share because held shares will be donated.

Reschedule Single Deliv	ery		
Change the drop-off site a	nd/or weekday for this	week's delivery.	
Note: To permanently cha	nge this subscription's	s drop and delive	ry date,
use your "CSA Subscription	on" page.		
Chelsea Farmers Market	✓ Saturday	~ Change	~

You may choose to reschedule a single delivery if you scroll down.

Subscription Details

1600		My Account	Admin	-	Next D				Log	
CONTRA DAS	Search for products	O								
								0	Ť	
hboard 🖵	My Subscriptions			-	Del	ivery	Calend	dar		
	See what's in my box / View calendar			<		Ар	ril 202	21		>
	Place box on hold for a week			Sun 28	Mon 29		Wed 1 31	Thu 1	Fri 2	Sat 3
	View/Modify subscription			4	5	6	7	8	9	10
	Drop Point Details			11	12	13	14	15		17
	Purchase or renew subscription			18 25	19 26	20 27				24
				25	3	4	5		7	
	Order History			on he	ted da old vacati		can	iedule icelec	d	×
	View order history			lann	vacati	Un	dell	verec	u .	
	S Cash Account Balance: -\$320.00 Pay Off Balance									

Your Dashboard allows you to view your box details, place holds, modify your subscription or drop point details

						0	0	
	Delivery: Summer CSA Share 2021 / Box Jun 05, 2021		De	livery	Caler	ndar		
	Pickup at: Chelsea Farmers Market Drop Details [Modify Subscription]	<		Ju	ne 20	21		
	Hold Delivery Next week >	Sun	Mon	Tue	Wed	Thu	Fri	s
		30	31	1	2	3	4	5
	Subscription	6	7	8	9	10	11	1
	Semperative spectra	13	14	15	16	17	18	1
	Summer CSA Share 2021/Box	20	21	22	23	24	25	2
		27	28	29	30	1	2	3
		4	5	6	7	8	9	1
	Subscription Details	select on ho farm	bld		ca	hedul incele	d	x
	Reschedule Single Delivery Change the drop-off site and/or weekday for this week's delivery. Note: To permanently change this subscription's drop and delivery date, use your "CSA Subscription" page. Obtained Formers Market Obtained Formers Market			Box N	lotes:	(admir	1)	

When you choose "see what's in my box" on your dashboard, you can view your subscription details