## Splitting a Tantre Farm Share in CSAWare

The instructions below show the Summer share as the product for a split share. The instructions are the same for the Extended Fall CSA. Split Share instructions:

			🛔 My Account	🛡 Admin 🕒 Log Out 🛛 🌉 🔺
CANTRE FARS	Search for products	9		
		HOME STORE	DROPS CONTACT US	•
Immune Booster Box	Store > Summer CSA Share 2	2021 (Whole Season or Split)		
		Split Share ▲ Is this share to be split with another family? (Each pays half the	veeks of fresh produce from your chosen l ber for \$640. A "share" feeds 2 people ge	ocation one time per nerously or a family of
		price.) Split Share Single Buyer	Price:	\$640.00
Choose this if to split the pay another memb need the emai person you ar	you are going ment 1/2 with er. You will address of firthe just of e splitting with a neighbor	ne-size share box, so some CSA members or.	Choose to split a share with a friend, a fam	very frequency: Weekly are to read ourself
	NEW this year: You can split your person's e-mail address available both of you to sign up for other CS	r payment for a Whole Season share with a at this sign up. You will be billed for your ha SA programs at the same time, but separate	nother CSA Member. Please have your sec If, and they will be billed for their half. This Iy If you wish.	allows

1. When you choose to purchase a split share, you will see the box asking you to decide between "split share" and "single buyer". You need to confirm that you want a split share by choosing that option, rather than purchasing the entire share for yourself as a single buyer.

	search for nearby location using your address, zip	🛔 My Account 🔍 Admin 🔅 Log Out <table-cell> 🙀 🗅</table-cell>
	code or city	
scroll down to see	Pick-Up Locations : Your Address, Zip, or	or City GO Clar
all available pick up	Please select the location where you would like your delivery.	Map Satellite
locations	PRIVATE LOCATION (SunVillage members ONLY)	préton MICHIGAN
	Please pay attention webselve to day for your location	Milwaukee Grand Rapids
	This is for a specific organization who has arranged CSA shares for pick up at their chosen private location.	Cilicado     Toledo     Clevel:     Akron     Mapdate 3021 Google 100 km Teims of Use      Pick-Up Location     Delivery Area
+	Ann Arbor Farmers' Market	

2. Next you will choose your pick up location.

,63			🎍 My Account 🛛 🛡 Admin	🗭 Log Out 🛛 📜 [1 item]
ANTRE AND	Search for products	Q		
		HOME STORE DROPS	CONTACT US	•
Immune Booster Box	Have a Coupon or Gift Cert?	de Apply		
scroll down to check out	The next available delivery date is Friday, Jun Purchase Item:	04 Summer CSA Share 2021 (Whole Season or Split) (Box) Weekly Delivery	Price: Qty: \$640.00 1(spilt 0	<b>Divrys. Tetal:</b> 18 \$320.00
		2 payments Pays for 18 deliveries First Delivery: Friday, Jun 04 Pick up Fri at: Tantre Farm - Fri Your	split order	Subtotal: \$320.00
		your num p		Order Total: \$320.00
•	Do you have any specific questions or comme	nts that you haven't found answers in Frequently Asked	d Questions (optional)?	

3. Your total will reflect the cost of half of the total amount for your Summer CSA. Scroll down to click "continue" and continue to complete your payment.

	🆀 My Account	Admin	🕑 Log Out	📜 (1 item)
			•	
Billing Information (admin)				
Subtot Ti Credit Card Surchar Order To	al: \$320.00 ax: \$0.00 ge \$9.60 tal: \$329.60			
How would you like to Pay?				
PayPal Chestout     The safer, easier way to pay	PayPal			
O paper check	CHECK			

4. You may pay using Paypal (which is preferred). If you choose the check option, you will see the check information displayed below (you can also use this option if you plan to pay with cash or Venmo):

	<b>(</b> )
How would you like to Pay?	
PayPar     PayPar     PayPar	pay by check
Make your check for \$320.00 payable to:         Tantre Farm         Please mail to:         Tantre Farm         2510 Hayes Road         Chelsea, MI 48118	
Confirming this order will sign you up for our CSA. Please send your check(s) as soon as possible. Your first deliverv is scheduled for Fridav. Jun 04.	

5. You will be prompted to share your partner's contact information. An email will be sent to them inviting them to sign up and complete their half of the purchase. Please be sure to touch base with your share partner so that they know to look for the email.

	Last Name	
	Harris	
This is your	Email	
confirmation that	t carrinharris@gmail.com	
his is a split 🚿		
share. Please provide their inf	You are purchasing a "Split Share", to be shared with a second subscriber. We'll send an invitation via email to the person you specify below, asking them to pay for the balance on this subscription.	
so they can get	To Split With: Full Name	
ighted up	null	
	Email	
	null	
	Phone	
	(734) 330-9125	
	Continue	
	Sign up for updates and special offers	

6. Once your order is complete, you will see the following screen:

	🛔 My Account	Admin	🗭 Log Out	÷ #
		(	Carrin H	arris
Thank You For Your Order!				
Your order has been accepted and sent for processing.				
If you would like to track the status of this and other orders, you can access them via your account's order history.				
We value your input! Did you encounter any problems on the site? Did you find what you were looking for? Would you like to offer any suggestions? Please let us know!				

Your share partner will receive an email from "<u>info@tantrefarm.com</u>" with the subject "Join me on this CSA Subscription" including the subscription number. Please see below:

From: info@tantrefarm.com <info@tantrefarm.com> Sent: Wednesday, April 21, 2021 4:01 PM To: info@tantrefarm.com <info@tantrefarm.com> Subject: Join me on this CSA subscription! [Subscription #239191]



Your share partner needs to click the link in the email to complete their half of the sign up process. Your share partner will see a screen that reflects step 3 above, They will need to enter payment information to complete the order. They will receive a confirmation order for the Summer CSA.

Please contact us if you are having trouble with the split share process.