



PRODUCE  
CO-OP

## How to Sign Up for a Garden Harvest Bag

### 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 Wellness Cafe site to start getting your produce bags from here. Follow the usual ordering steps).

### Step #3 New Subscriber

As a New Subscriber, you will be directed to the Select Your Pick-Up Site page. Scroll down the page until you find the Wellness Cafe site in the Central Maricopa County section. Select the green "I Want this Site" tab under the Wellness Cafe 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.

### Step # 5 the Dashboard

Your Dashboard is your Wellness Cafe Garden Harvest Farm Bag site landing page. (When convenient, take some time to familiarize yourself with its features.) Select the Storefront tab from the left column menu.

### Step #6 Storefront

Scroll down the Farm Bag Sites until you see the Wellness Cafe logo. Select the Wellness Cafe logo.

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

### Step #7 Choose your Farm Bag

Select the Garden Harvest Farm Bag and click on the red "Choose" tab. (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 red "Add to Basket" tab. *Note: If you would like to order more than one produce bag per delivery, you will need to go through the ordering process again.*



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### Step #9 Checkout

Now you may proceed to checkout by clicking on the red “Proceed to Checkout” tab! Once you are at Checkout, 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 Wellness Cafe Garden Harvest Farm Bag!

Step #10 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 # 11 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](mailto:sunproducecoop@gmail.com).

*Thank you for your support the edible education program at Desert Garden Montessori as well as local farms and Sun Produce Cooperative.*