

2020 CSA Signup Instructions for Baptist Health

Elmwood Stock Farm CSA Signup Instructions

QUESTIONS? Please contact the farm. Email preferred: elmwoodorders@gmail.com Phone: (859) 621-0755

1. Go to: <https://elmwoodstockfarm.com/csa/vegetable-csa/>

For Baptist Health employees who plan to pick up on-site go to bottom of the page and select the green [“Sign Up for Pickup and Home Delivery CSA”](#) button:

- a. For existing CSA members sign-in to your account.
- b. For new CSA members register your account.
2. Review list of pick-up locations and select the corresponding day of the week at the bottom of the page. Select the “Wednesday” button for the Baptist Health HQ pickup.
 - a. Note: When members select Wednesday at signup this will not affect the day your share is delivered. Baptist Health HQ shares will still be delivered on Thursday from 2-5pm.
3. Select your share size that you would like to purchase (mini, regular, or robust) and click “next”.
4. Add any additional items including “egg, pantry, or meat” to your order and click “next”.
5. Select your delivery point. If you are picking up at Baptist Health select “Baptist Health HQ” from the drop-down menu.
6. Enter your home address below and **on the street address line enter your voucher code “Baptist200”** and click “next”.
7. Review your selected pickup day, share size, delivery point, and **confirm your voucher code has been entered in the address field** and select “complete sign-up”.
 - a. Note: For employees who selected the Baptist HQ pickup, your delivery day will say Wednesday at signup but be delivered on Thursday from 2-5pm.
8. Choose your preferred payment method for the balance of your share (cash, check, online bill pay, or Paypal). Members can choose to pay share balance in full or split up payments.
 - a. Note: When making a payment to the farm subtract \$200 voucher from the total share price.
9. Click “Pay Now” to complete sign-up.

For Baptist Health employees who plan to pick up on-farm select the green [“Sign up for On-Farm CSA”](#) button:

10. Select your share (Summer 2020 mini, regular, or robust) by clicking on the share name to read full description and then select “add to cart”.
11. A pop-up window will show items in your cart. Confirm your share size and quantity and click “proceed to checkout” at the top right.
12. For billing and account details—you will be prompted to create an account or log in as a returning customer.
13. Once your account information is complete you can view your cart and **enter your voucher code “Baptist200” in the coupon code box and select “apply”**.
14. Choose how you would like to pay balance with your preferred payment method (cash, check, online bill pay, or Paypal).
15. Select the checkbox “I’d like to receive your newsletter” at the bottom if desired.
16. Click “proceed to payment” to complete signup.