

# THANK YOU FOR SUPPORTING OUR FUNDRAISER



## 2 WAYS TO ORDER



1

### ORDER ONLINE AT THE NEW «MOMSPANTRY.CA»

Make sure you have your seller's **Buyer ID & Order Number** to place your order online. (Sellers, refer to last step, below.)

If you have created an account in the past, you will need to re-create a new one, as old accounts have not been transferred.

- (A)** Click «**Log In/Register**» in the top-right corner of the website. Create an account, then log in.
- (B)** Click «**Shop as part of a Fundraiser**» and enter the **Buyer ID & Order Number** when prompted.
- (C)** Select «**Shop**» from the Menu on the top-left to navigate through the product categories, or select «**All Products**» to list everything at once!

Once you complete the checkout process, your order is complete, and no further action is necessary.

If you order online, **DO NOT** submit a blue order form.

**SELLERS:** Make sure you have visited the «**Fundraiser Administration**» page to join your fundraiser and create your personal Buyer ID. Record your Buyer ID & Order Number below:

Buyer ID **bmlibrary**

Order # **231356**

Raising funds for: **Boissevain-Morton Library**

1%  
**BONUS COMMISSION**

To celebrate the launch of our new website, all online orders will earn an additional 1% for their group.

### WHEN WILL YOU RECEIVE DELIVERY?

Your products will be delivered at a time and location set by the group's fundraising coordinator. Please await instructions from your seller regarding when your products will arrive.

OR

2

### FILL OUT MOM'S BLUE ORDER FORM

Please complete the form carefully, as any missing or incomplete information may delay processing of your order.

Before handing your form(s) in, make sure that :

- (A)** The buyer's and seller's names are **clearly written** on the front. Easy to read names make for easy sorting, labelling, and reporting.
- (B)** The math is correct (errors do happen!) and that the money collected or cheque amount agrees with this total.
- (C)** The chosen payment option is correctly noted (cash, cheque or credit card). If credit card is selected, make sure an **authorization number** has also been recorded.

You can choose to pay using three methods:

- Cash
- Cheque (payable to your school/organization)
- Credit Card via phone payment\* (MasterCard, VISA, American Express)

\*If choosing to pay by credit card, you'll need to call Mom's Pantry's Head Office (1-800-350-6667) to make payment. We'll provide you with an authorization number to record on the front of the order form.

**Please note, only payment will be processed, you must still submit the original form back to your seller for processing.**

