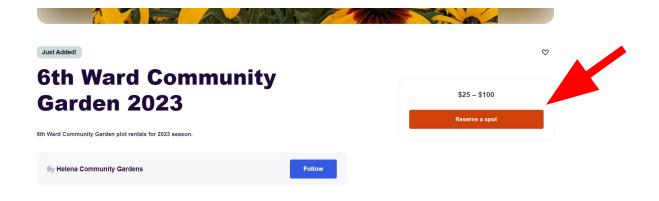
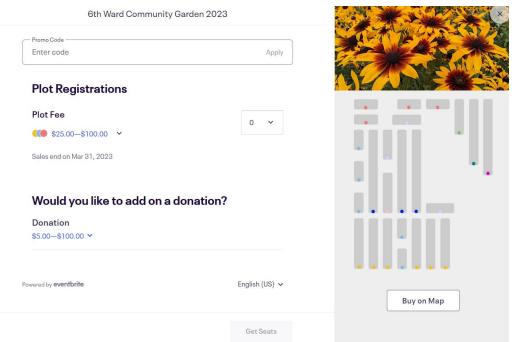
Instructions to Sign Up on a Laptop or Desktop Computer

- Click on the link in your email to go to the plot sign up webpage for your garden.
- Click on the orange "Reserve a spot" button.



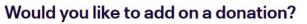
• A new page should open that looks similar to the picture below.

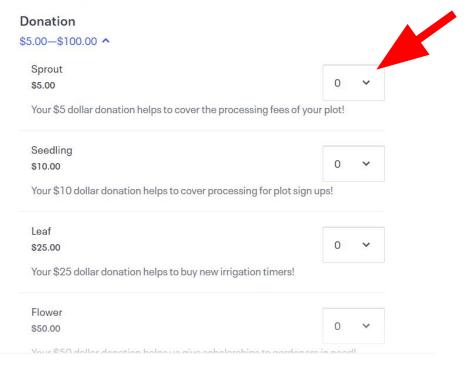


- **DONATIONS:** If you would like to add a donation to your purchase to help cover the costs of your community garden or help provide plot fee waivers, now is the time to do it. You won't have another chance later in the process
- Click on the blue arrow under the "Donation" line to expand the donation options.

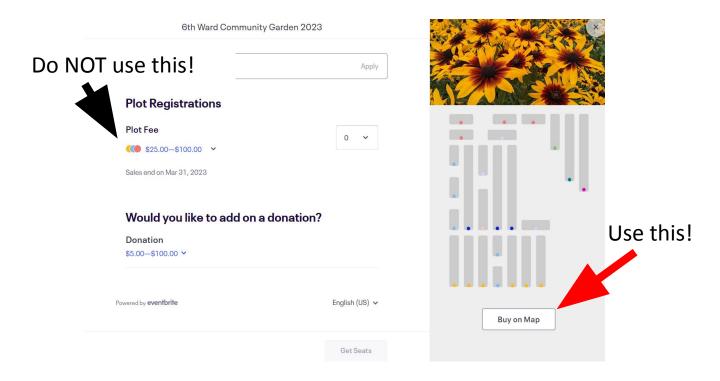


• Use the drop downs on the right to choose 1 or more donation amounts. For example, if you choose 1 Sprout and 1 Seedling, you will donate a total of \$15.

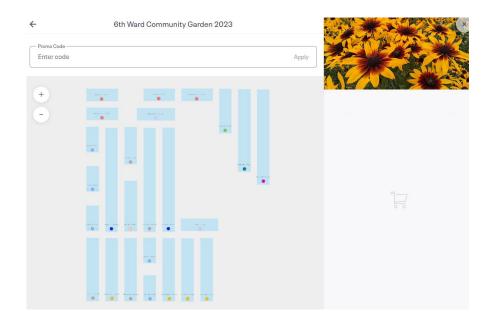




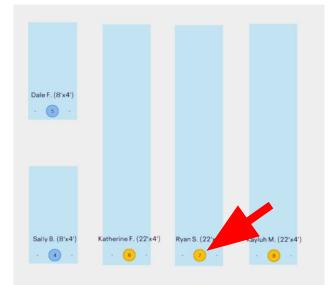
- **PURCHASING YOUR PLOT:** From the page shown below, click "Buy on Map".
- You **MUST** click "Buy on Map". You will **NOT** get the correct plot if you use the dropdown option.



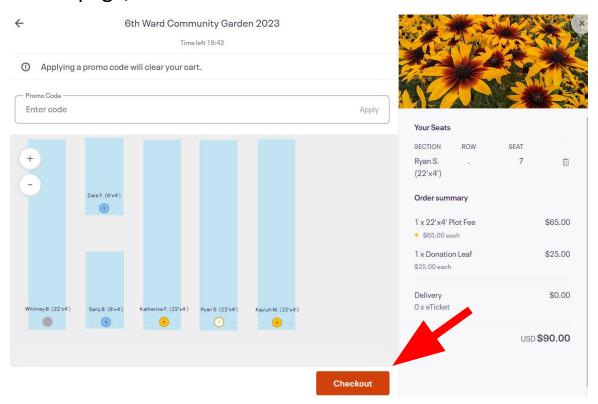
 A map of your garden should open and look similar to the page shown below. Use the "+" and "-" symbols to zoom in. You can navigate around the map by clicking and dragging.



- Most plots have the name (first or last) of the person who gardened in them last year. Find the plot with your name.
 You may have to zoom in quite a bit to see the names.
- Once you have located the plot with your name on it, click on the circle with a number in it.



- The panel on the right side of the page should populate with information about your selection. If you chose to donate earlier in the process, that selection should be visible in the panel, as well.
- If everything looks correct in the panel on the right side of the page, click "Checkout".



- **COMPLETING YOUR PURCHASE:** You will be taken to a checkout page that looks similar to the picture below.
- Fill out all of the required information and click "Place Order".

4

• You will receive an email confirming your order shortly. If you do not receive the email, check your Junk mailbox.

ROW S
\$65
\$0
USD \$65.