

FALL CSA PICKUP GUIDE

2017 Fall | 8 WEEKS



Questions? Comments? We're here to help! (717) 656-3533 x2, 9-5:30 M-S or via email: CSA@lancasterfarmfresh.com
 Use these visual guides to help find your designated shares each week. Please **ALWAYS** check your name off on the provided sign-in sheet and **ONLY** take the items listed next to your name. If your location hands your shares out to you and you feel you are not receiving the correct items, please ask them to refer to the sign-in sheet and contact us right away at (717) 656-3533x2.

Fall 2017 CSA Share Schedule (Classic Weekly Shares)

Week	Week of Date	Large	Medium	Fruit	Meat	Chicken	Beverage	Bread	GF Bread	Eggs
1	10/30/2017	X	X	X	X	X	X	X	X	X
2	11/6/2017	X	X	X	X	X	X	X	X	X
3	11/13/2017	X	X	X	X	X	X	X	X	X
4	11/20/2017	X	X	X	X	X	X	X	X	X
5	11/27/2017	X	X	X	X	X	X	X	X	X
6	12/4/2017	X	X	X	X	X	X	X	X	X
7	12/11/2017	X	X	X	X	X	X	X	X	X
8	12/18/2017	X	X	X	X	X	X	X	X	X

Fall 2017 CSA Share Schedule (Add-on and Bi-weekly shares)

Week	Week of Date	Omni	Picnic	Veganize	Herbal Tea	Bi-Weekly Cheese	Bi-Weekly Eggs	Bi-Weekly Flour+Grain	Bi-Weekly Coffee	CSM
1	10/30/2017	X	X	X	X	X	X	X	X	
2	11/6/2017	X	X	X	X					
3	11/13/2017	X	X	X	X	X	X	X	X	
4	11/20/2017	X	X	X	X					
5	11/27/2017	X	X	X	X	X	X	X	X	X
6	12/4/2017	X	X	X	X					
7	12/11/2017	X	X	X	X	X	X	X	X	
8	12/18/2017	X	X	X	X					

SPECIAL NOTE ABOUT BIWEEKLY SHARES

BIWEEKLY SHAREHOLDERS: These shares are sent EVERY OTHER WEEK, starting with Week 1, for a total of 4 weeks. They will only be listed on the sign-in sheet next to your name during the weeks they have been delivered.

Here's what to do:

#1: Sign-in! *the golden rule*

Find & Sign-off your name on the sign-in sheet each week (unless your gracious site hosts do that for you), and only take the items listed next to your name. Is something missing from the list that you think should be there? Contact us! These two vital steps help ensure everyone goes home happy, including our site hosts and farmers, week after week.

#2: Locate your shares

Shares are boxed in different sized-boxes and labeled accordingly. Fruit shares may be delivered in bulk (read and follow all signs posted in that case). See the diagram on the next page for help!



#3: Unpack your boxes & break them down

Please bring your own reusable shopping bag to transport your items - we'll pick the boxes up next week for reuse! We can use them up to 4x, reducing waste one box at a time.

*ALSO: carefully open and break down your box so we CAN reuse it. Ask a veteran member if you are having trouble sliding out the tabs on your box!

#4: Tidy up & head home

Your site host volunteers their home/business so that you can pickup rad, delicious produce in your neighborhood. Be a good neighbor & tidy up!

USING THE WEEKLY SWAP BOX?

If you have a produce share, please feel free to swap an item you may not want in your box with an item in the provided and specifically-labeled SWAP BOX. Please limit the swaps to **one item for one item per week**.

UNABLE TO FIND AN ITEM? (Please do not supplement it with something else!)

Contact your Site Host right away & follow up by contacting the CSA Team directly as well before taking something else. The sooner you reach out the sooner your item may be located

SOMEONE ELSE PICKING UP FOR YOU?

(Please share this diagram with them BEFORE they attempt to pick up)

Friends and family picking up for others is the number one cause of pickup mistakes, and we thank you in advance for your considerations.

HOW TO FIND YOUR SHARES



1. **LARGE Produce Share**
2. **MEDIUM Produce Share**
3. **FRUIT Share:** Packed in BULK
*follow content signs on box to take correct items every week
- 4a. **Bi-weekly Flour+Grain and Herbal Tea Shares:** packed in bulk
- 4b. **Bi-weekly Coffee and CSM Shares:** Packed in bulk, individually-labeled
- 4c. **BREAD BOX:** will include bread for BREAD, PICNIC, and VEGANIZE! Shares: packed in BULK
- 4d. **GF BREAD BOX:** will include bread for GF BREAD Share: packed in BULK
- 4e. **PANTRY BOX:** will include pantry item for PICNIC, OMNI!, and VEGANIZE! Shares: packed in BULK
5. **STORE ORDERS (Produce & Dry Goods):** Packed separately, individually-labeled
6. **SWAP BOX** (see description on page 2)
7. **COOLER SHARES & ITEMS**
(*note a cooler bag may be sent instead of box cooler)
- A) **EGG Share: Weekly & Bi-Weekly**
- B) **BEVERAGE Share:** individually-labeled
- C) **CHEESE Share, MEAT Share, and CHICKEN Share:** bagged, individually-labeled
- D) **OMNI! Share Cheese and PICNIC Share Cheese:** loose in cooler with 'Omnivore Cheese' and 'Picnic Cheese' labels
- E) **OMNI! Share Meat:** loose in cooler with 'Omnivore Meat' label
- F) **VEGANIZE! Share Tofu:** loose in cooler
- G) **STORE ORDERS (refrigerated goods) and REPLACEMENTS:** individually labeled

From everyone at Lancaster Farm Fresh Cooperative,

THANK YOU FOR YOUR SUPPORT THIS FALL