



Fall 2019

CSA PICK UP GUIDE



1. Look for your name on the sign in sheet; the shares listed next to your name are the shares delivered for you that day. Check off your name.

- a. Never take a share that is not listed in the row with your name. If you believe the sign in sheet is incorrect, please call (717.656.3533 x 2) or email us csa@lancasterfarmfresh.com



2. Locate your share items. Shares are packed in boxes or in a cooler/cooler bag in a box. Fruit shares are typically packed in bulk cases; signage will indicate how many pieces of each fruit to take.

- a. Always make sure you take the correct share, to ensure you don't take someone else's items!
- b. Meat, chicken, and cheese shares will be bagged and labelled per shareholder.



c. Unpack your shares and break down your box.

- a. You can take home your shares as they are delivered or load items into reusable bags. Boxes left at your CSA site will be returned to the Co-op for reuse.

Questions? Comments? We're here to help!

9:00am - 4:30pm M-F call 717.656.3533 x 2 or email csa@lancasterfarmfresh.com

CSA Pick Up FAQs

What should I do if one of the items/shares listed next to my name is not there?

(Please DO NOT supplement it with something else!) Contact your site host & CSA team immediately. We'll do our best to locate the item or include it in the following week's pickup.

What should I do if someone else is picking up for me?

Please take a moment to explain the process to them and show them these instructions. We want to ensure everyone gets the items they paid for, **so please be very clear with friends/family about what to take.**

What if I can't pick up my CSA share one week?

If given at least 5 business days' notice, we can place your CSA share(s) on hold. Due to our ordering schedule from vendors and farms, we're not responsible for accommodating holds or replacement shares if proper notice is not given.

I purchased a fruit share- how do I pick it up?

Fruit shares are typically packed in bulk cases (have red "fruit share" labels) with paper instructions. **Please read them carefully and follow all piece count instructions exactly!** Do **NOT** substitute one fruit in for another- this results in another shareholder missing out on that fruit item.

Fall CSA Schedule

Week	Week of Date	Large Produce	Medium Produce	Small Produce	Meat	Chicken	Bread	Gluten Free Bread	Yogurt	Milk	Egg	Bi-weekly Egg	Bi-weekly Cheese	Fruit	Omnivore	Vegan
1	11/4/2019	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	11/11/2019	X	X	X	X	X	X	X	X	X	X			X	X	X
3	11/18/2019	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	11/25/2019	X	X	X	X	X	X	X	X	X	X			X	X	X
5	12/2/2019	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	12/9/2019	X	X	X	X	X	X	X	X	X	X			X	X	X
7	12/16/2019	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

CSA Shares Diagram

