## Purdys Chocolates "Holiday Season" Fundraiser



## On from Nov. 9 to 23rd, 2017

Answers to some Frequently Asked Questions about the Fundraiser.

- Q: I clicked on the log on link but I can't place an order. Why?
- <u>A:</u> You <u>must register</u> with your email address and a password. At the top toolbar click 'Register' if you are a new customer or 'Login' if you have used the Purdy's Fundraising site before. Follow the steps to get to the order screen.
- Q: After I register, I see a blank entry form and not the online catalogue. What do I do now?
- <u>A:</u> Click on the 'Home' tab and then click on 'Shop Online'. If you know what you want to order, click on 'Use Online Order Form' and fill out the form. If you would like to shop the online catalogue, click on 'Use Marketplace'.
- Q: How can I share my child's log on link with my friends and family?
- A: Share the log on link over email, text, or your chosen social media platform. Just remember....Your friends and family <u>must each click on the link</u> to gain access to the site and then either 'Register' themselves first before they can shop or 'Log in' as returning customers if they have used this site before. Every person that uses the link <u>must Register</u> themselves separately to ensure clear and separate orders are created. This will allow for easy organization and distribution of the chocolates.

- Q: Can I place a paper order rather than an online order?
- A: Yes, paper orders will be accepted. Simply fill out the form from the catalogue and return it to your child's teacher or the school office. We encourage you to try the online order form. It is very straightforward and easy to do.
- **Q:** Will I have to organize all the chocolate orders for my Friends and Family?
- A: No, the chocolates will be organized and separate orders clearly labelled. All you will have to do is hand them out.
- **Q:** When and where can I pick up my chocolate orders?
- <u>A:</u> Orders will be ready for pick-up on Wednesday, December 6, around 2:45pm, at a designated area at the school. More information about the pickup will be sent out in early December.
- **Q:** Who can I ask for help if I have questions about this Fundraiser?
- <u>A:</u> Please ask your child's Teacher for your Primary & Secondary Contacts' information.