

Rotary Adopt-A-Tree purchase options

Purchase Option 1: Purchase 1 tree

Step 1

The screenshot shows the 'ADOPT A TREE' product page. On the left, there is a tree logo with the text 'ADOPT-A-TREE - A Rotary Initiative -' and a button that says 'CLICK ME TO ADOPT A TREE'. On the right, the product details are displayed: 'ADOPT A TREE', '\$5.00', and 'FREE SHIPPING'. Below this, there is a checkbox labeled 'Adopt Tree in someone's name? (optional)'. The 'Quantity' dropdown menu is set to '1' and is circled in red. Below the quantity is an 'ADD TO CART' button. At the bottom, there is a list of bullet points describing the adoption process.

UT ROTARY FAQs **ADOPT A TREE**

< All Products

ADOPT A TREE
\$5.00
FREE SHIPPING

Adopt Tree in someone's name? (optional)

Quantity
1

ADD TO CART

Adopt as many trees as you like for \$5.00 each.

- You will be sent an Adoption Certificate for your tree(s) shortly after.
- You can nominate the name of a person to be printed on the adoption certificate.
- You will be notified when tree plantings will occur and be invited to attend, if you wish.
- Once planted, you will be sent an email with a link to a map to show where your tree is planted.

If you wish to have a name on the certificate, click the option box "Adopt Tree in someone's name? (optional)" and add name

Step 2

The screenshot shows the 'ADOPT A TREE' product page with the 'Adopt Tree in someone's name? (optional)' checkbox checked and circled in red. Below the checkbox, there is a text input field labeled 'Name' with a placeholder text: 'Please list the name you would like printed on the Adoption Certificate - One name per certificate please - Please add a new certificate to your shopping cart for each name required'. The 'Quantity' dropdown menu is now set to '3'. Below the quantity is a 'Subtotal \$15.00' and an 'ADD TO CART' button.

UT ROTARY FAQs **ADOPT A TREE**

< All Products

ADOPT A TREE
\$5.00
FREE SHIPPING

Adopt Tree in someone's name? (optional)

Please list the name you would like printed on the Adoption Certificate - One name per certificate please - Please add a new certificate to your shopping cart for each name required

Name

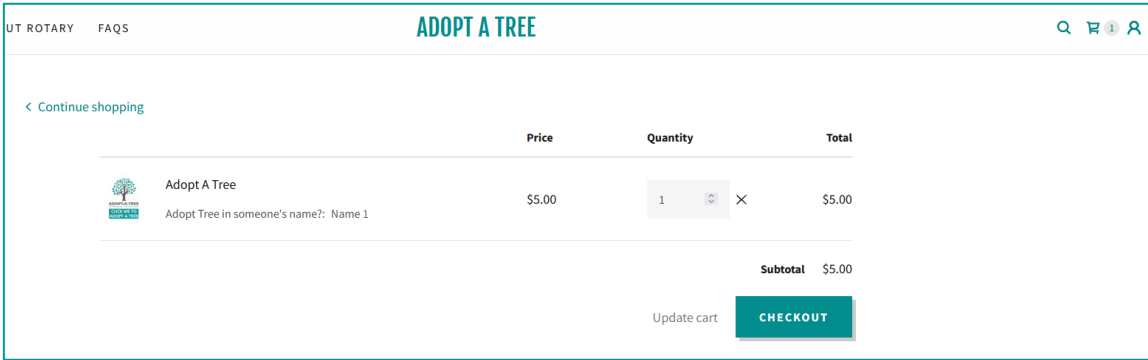
Quantity
3

Subtotal \$15.00

ADD TO CART

Add to Cart and you will be taken to the checkout screen

Step 3

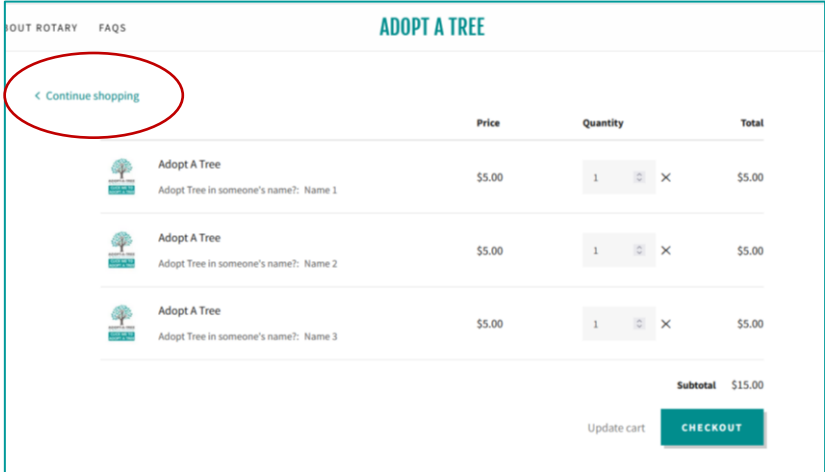


Click on the Checkout button and follow the prompts to pay for your tree. (See payment options below)

Purchase Option 2: Purchase multiple trees with different names on each certificate

Follow steps 1 and 2 above. When you reach Step 3, select "Continue shopping" in the top left corner and add your next certificate. Continue as many times as you like. If there are more than 20 certificates, please use Option 3 below. When finished go to Checkout

Steps 1 & 2



Click on the Checkout button and follow the prompts to pay for your trees. (See payment options below)

Purchase Option 3: Purchase multiple trees (over 20) with different names on each certificate

Follow steps 1 and 2 from Option 1, as in the example below.

OUT ROTARY FAQS

ADOPT A TREE

< All Products

ADOPT A TREE
- A Rotary Initiative -
CLICK ME TO ADOPT A TREE

ADOPT A TREE
\$5.00
FREE SHIPPING

Adopt Tree in someone's name? (optional)
Please list the name you would like printed on the Adoption Certificate - One name per certificate please - Please add a new certificate to your shopping cart for each name required

List will be emailed to you with names

Quantity
50

Subtotal \$250.00

ADD TO CART

Under "Adopt Tree in someone's name? (optional) – enter "List will be emailed to you with names".

Step 3

OUT ROTARY FAQS

ADOPT A TREE

< Continue shopping

	Price	Quantity	Total
Adopt A Tree Adopt Tree in someone's name?: List will be emailed to you with names	\$5.00	50 X	\$250.00
Subtotal			\$250.00

Update cart CHECKOUT

After completing the purchase, you will receive an email confirmation. Reply to this email attaching your list of names that you wish to be printed on each certificate or email your list to rotaryadoptatree@gmail.com

Payment Options

Payment Option 1: Credit Card

Enter Customer details on Checkout Screen

The screenshot shows the 'Adopt A Tree' checkout process. At the top, there are three steps: 1. Customer Information, 2. Shipping & Payment, and 3. Order Confirmation. The current step is Customer Information. The form includes fields for Email Address (rotaryadoptatree@gmail.com), Phone (Optional), First Name (Cathy), Last Name (Mason), Country (Australia), Street Address (Smith Street), Apt. Unit, Suite, etc. (Optional), Postal / Zip (2229), City (Caringbah), and State (New South Wales). A 'CONTINUE' button and a 'RETURN TO STORE' link are at the bottom left. On the right, the 'YOUR ORDER' summary shows: Adopt A Tree \$250.00 (\$5.00 x 50), FREE SHIPPING!, Subtotal \$250.00, Shipping —, and Order Total \$250.00. An 'EDIT CART' link is also present.

Credit Card will be the default payment option.

Follow the prompts to finalise payment through the Square account linked to this website

The screenshot shows the 'PAYMENT' section of the checkout process. The 'Credit / Debit Card' option is selected and circled in red. Below it, there are fields for Card Number, MM / YY, and CVV (2229). A 'COMPLETE YOUR ORDER' button is visible. The 'SHIPPING' section above shows 'Ships Free \$0.00'. The 'YOUR ORDER' summary on the right shows: Subtotal \$250.00, Shipping FREE, and Order Total \$250.00.

Payment Option 2: Direct Deposit to our Bank Account (Called "Cash Payment")

Enter Customer details on Checkout Screen

The screenshot shows the 'Adopt A Tree' checkout process. It is divided into three steps: 1. Customer Information, 2. Shipping & Payment, and 3. Order Confirmation. The 'Customer Information' section includes fields for Email Address (rotaryadoptatree@gmail.com) and Phone (Optional). The 'Shipping Address' section includes fields for First Name (Cathy), Last Name (Mason), Country (Australia), Street Address (Smith Street), Apt. Unit, Suite, etc (Optional), Postal / Zip (2229), City (Caringbah), and State (New South Wales). A 'CONTINUE' button and a 'RETURN TO STORE' link are at the bottom. On the right, the 'YOUR ORDER' summary shows: Adopt A Tree \$250.00 (\$5.00 x 50), FREE SHIPPING!, Subtotal \$250.00, Shipping —, and Order Total \$250.00.

Select Cash Payments. Follow the prompts to complete cash payment

The screenshot shows the payment selection screen. It includes a 'SHIPPING' section with 'Ships Free \$0.00' and a 'PAYMENT' section. The 'PAYMENT' section has a heading 'Credit / Debit Card' and shows various card logos (VISA, Mastercard, American Express, Discover, etc.). Below the logos are fields for Card Number, MM / YY, and CVV (2229). There is a checkbox for 'Billing address is the same as shipping' which is checked. A 'COMPLETE YOUR ORDER' button is present. At the bottom, there is a radio button for 'Cash Payments' which is circled in red. On the right, the order summary shows: Subtotal \$250.00, Shipping FREE, and Order Total \$250.00.

Make a Direct Deposit to the following bank account linked to this website:

Rotary Club of Parramatta City
BSB: 032 078
Account: 790 950

Once your deposit has been confirmed, your payment will be manually finalised on the website. Please email the list of names to rotaryadoptatree@gmail.com, referring to your New Order #

Individual certificates will then be created and sent to you for distribution.