

CSA CHECKLIST

Quick Tips for Setting up your CSA Online



- Define the aspects of your CSA:
 - Sizes of shares (ie. half or full?)
 - Season length
 - Pickup or delivery? Or both?
 - Products included in share
 - Prices
 - Customer limit

- Set up your online store.
- Upload your products to online store.
- Update delivery/pickup information onto your store.
- Add your payment options.
- Create a website (and link to/embed online store)
- Create a Facebook page and Instagram account.
- Promote your CSA! Use social media, word of mouth, email!
- Sell your shares!
- Write your CSA member handbook and define expectations.
- Send welcome email to new customers with instructions for the CSA.
- Use a weekly newsletter to promote with customers.