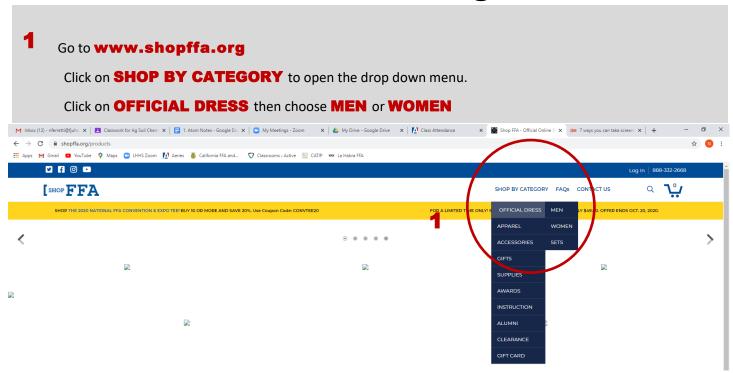
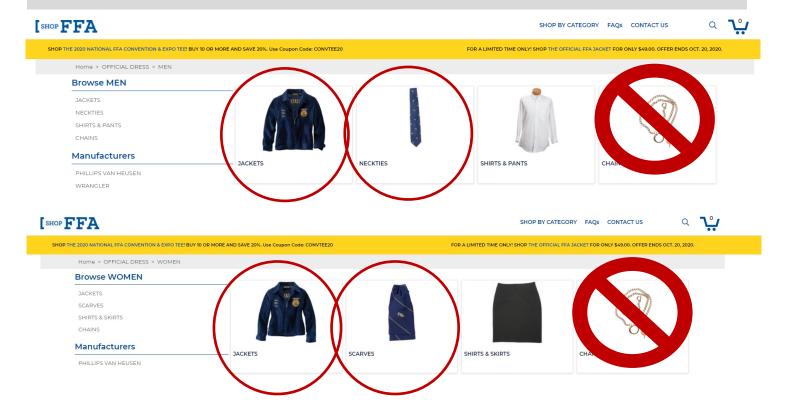
Buhach Colony FFA Standard FFA Jacket Ordering Instructions



This will open one of the windows below. Ordering instructions are for JACKETS, NECKTIES and SCARVES. You may also choose to look at SHIRTS & PANTS or SHIRTS & SKIRTS.



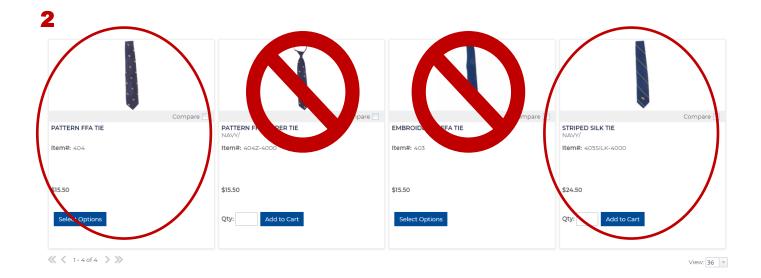
Click on **NECKTIES** or **SCARVES**

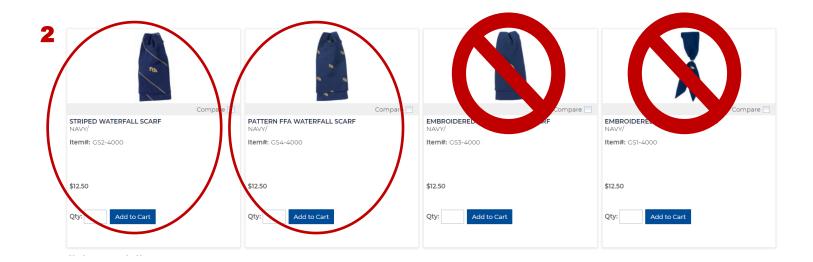
The acceptable styles of scarves and ties for Buhach Colony FFA members are shown below. Please choose the item that is correct for your student's gender identity.

Tie Styles: Pattern FFA Tie #404, Striped Silk Tie/ Navy 405SILK-4000

Scarf Styles: Striped Waterfall Scarf GS2-4000, Pattern FFA Waterfall Scarf GS4-4000

One is the minimum needed to complete your uniform, but two are recommended.

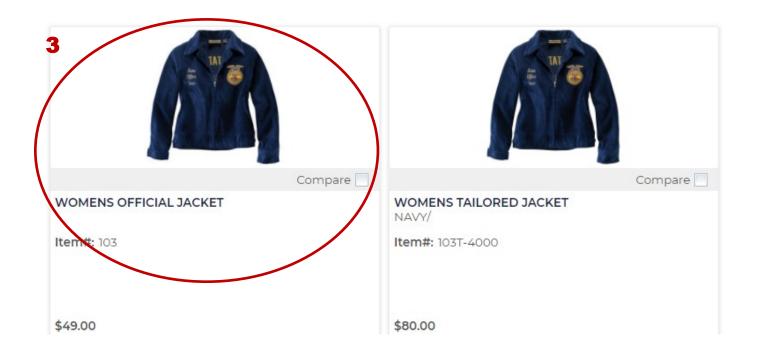




3 Go back to step 1 to choose **JACKETS**.

_____should order a Men's / Women's size _____ (student name) (circle one)

If your student is female and this says to order a men's jacket, it is because they needed a longer fit or more room in the shoulders.



4 Click on **SIZE** to open the drop down menu and choose the jacket size that was given to you.



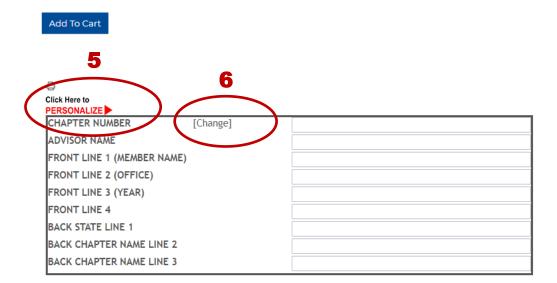
The PERSONALIZE option will appear

- 5 Click **PERSONALIZE** to open the box below
- 6 Find CHAPTER NUMBER and click [CHANGE]
- 7 This will cause a pop up window to open enter **CA0507** and click **CHANGE**

This will auto fill in the chapter number, state and name (see below)

See the next page for how to fill out the rest of this box









Click Here to

PERSONALIZE >

CHAPTER NUMBER	[Change]	CA0507	
ADVISOR NAME			
FRONT LINE 1 (MEMBER NAME) FRONT LINE 2 (OFFICE) FRONT LINE 3 (YEAR) FRONT LINE 4 BACK STATE LINE 1			
			-
		CALIFORNIA	
BACK CHAPTER NAME LINE 2	ATWATER		
BACK CHAPTER NAME LINE 3		BUHACH COLONY	

8

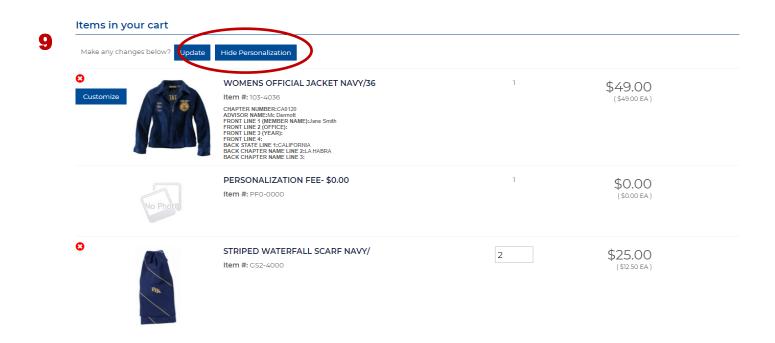
	CHAPTER NUMBER	Auto filled			
	ADVISOR NAME	Enter the name of a BC agriculture teacher. Ms. Snyder's students use WHITMORE			
	FRONT LINE 1 (MEMBER NAME) STUDENT'S FIRST and LAST NAME (ex. John Smith)			
	FRONT LINE 2 (OFFICE)	Only enter an office if your student is an elected officer of BC FFA			
	FRONT LINE 3 (YEAR)	Only enter a year if your student is an elected officer of BC FFA (ex: 2022-2023)			
	FRONT LINE 4	Leave Blank			
	BACK STATE LINE 1	Auto filled			
	BACK CHAPTER NAME	Auto filled			
	BACK CHAPTER NAME LINE 3	Auto filled			
From here, click ADD TO CART					
	This will add two items to your cart, the jacket and the personalization. There is no cost for personalization.				

FFA JACKETS ARE NON REFUNDABLE.

YOU MUST BE SURE THE SIZE AND PERSONALIZATION ARE CORRECT BEFORE ORDERING.

When you click on your **CART**, you should see something similar to the photo below.

9 Click on **SHOW PERSONALIZATION** to confirm the that personalization details are correct.



10 Click **GUEST CHECKOUT** and follow the rest of the process to pay and place your order.

