

ORDERING WITH FOOD LOOSE FOR COLLECTION

STEP 1.

You can collect your order anytime between Tuesday – Friday, 10.00 – 16.00 (please send us an email if you can't collect in these times and we will see what we can do). Please place your order by 11.00am, two working days before collection.

| | |
|----------------|----------------------|
| Collection Day | Order by 11.00am on; |
| Tuesday | Friday |
| Wednesday | Monday |
| Thursday | Tuesday |
| Friday | Wednesday |

STEP 2.

Look on our website (www.foodloose.co.uk) and decide what you would like. Collate a list using the exact text displayed on the website with how many grams you need. Example below;

| Product | How much in Kg or Each |
|--|------------------------|
| Chickpeas | 0.450 |
| Roasted Fava Beans - Sea Salt and Cider Vinegar (Hodmedod's) | 0.150 |
| Moo-Free Chocolate Buttons | 0.200 |
| Almonds – Whole | 0.150 |
| Sunflower Seeds | 0.050 |

STEP 3.

Create a new email to shop@foodloose.co.uk with the subject in the following format;

Order – Collection – {Name}

For Example; Order – Collection – Miss Food Loose

STEP 4.

In the body of your text please include the following information;

- Full Name
- Phone Number
- When you would like to collect your order, including date and time
- Your table with the products you would like to order

STEP 5.

We will reply and inform you what is available and pack your order in paper bags. Once we know the exact amount we can send you, we will send an invoice via Square Pay. For Liquid refills, please bring these along when you collect your order. We will sanitise them on arrival, fill them up and charge for them via card separately at Food Loose. If you are collecting an order on behalf of an order household in isolation, please let us know and we will provide you with an up-cycled bottle.

STEP 6.

Please pay the invoice the day before your planned collection date. You can only collect your order once the invoice has been paid. If you are having any issues with payment, please ring 01242 577893.

STEP 7.

You can collect your order from the shop. When you arrive, please ring the door bell to be allowed in. IF there is a queue, please stand at least 2 meters away from each other.