

2019 WREATH SALE
Registration and Ordering
How-to Guide

Step 1: Select the link below based on the location you wish to pick up your order

Links are based on two areas: **North:** Picking orders up at State Fair Park
South: Picking up at Camp Oh-Da-Ko-Ta

For NORTHERN orders

<http://northwoodswreaths.com/3harbornorth/user-registration/>

For SOUTHERN orders

<http://northwoodswreaths.com/3harborsouth/user-registration/>

Step 2: Click the Red “Register” Tab

***ALL UNITS, including returning, must register an account as the registration fields have been modified**

Step 3: Enter contact information *Indicates required fields

First name *
Ex: Patty

Last name *
Freuler

Phone *
414-443-2849

Email *
Patty.Freuler@Scouting.org

Username *
pattywreaths

Password *

Group *
Ex. Troop 123
Unit/Unit#

District *
Ex. Northern District

Select appropriate district name from drop down menu

Address *
330 S 84th St
Milwaukee, WI 53214

Step 4: Click “Submit”

Thanks for Your Registration, Check your Email Account for Validation Process.

- You will receive an email within a few minutes, from 3 Harbors North/South, Subject: [3 Harbors North/South] Activate (username)
- Click the provided link to activate account. This will take you to the Noble Valley Farms homepage.
- You will then receive another email with your login within a few minutes.

Step 5: Vendor Approval-(usually takes 24 hours, checked multiple times per day)

Step 6: Log on and click **“Place a Group Order”** located at the top center Green Bar

Step 7: Place your order-Click **Submit**

Step 8: To edit your order – **No later than Oct. 18th**

- This can be completed by the unit until the vendor approves your order
- Click “Edit” when “Recent Orders” are viewed
- Complete your order, click **Update Order** and then **Checkout**
- Notify Product Sales team of any defective/missing product no later than **November 15th**

Questions or concerns please contact:

Patty Freuler or India McMiller at Wreaths@ThreeHarborsScouting.org

