

# FOOD CO-OP INFORMATION

## What is a Co-Op?

**A Co-Op gives you the opportunity to buy Health Food in the quantities you want at the lowest cost to you.**

**You have a variety of products to meet your family's needs.**

**The delivery dates are spaced throughout the month to make it easier on your family's budget.**



## Co-Op Rules:

- Membership Fees need to be paid at the beginning of the year.
- Orders must be to us by 6 pm on the dates specified .
- Orders may be placed by drop-off, email, or fax.  
**No Phone Orders!**
- Order forms must be filled out completely for your order to be placed.
- You must pick up your orders on the date specified or make arrangements to pick up on another date.
- Orders are to be paid for when you pick up your items.
- If you order an item that is not what you had thought you are still responsible for paying for that item.
- If you order an item and it states on the invoice that it was shipped but we did not receive it – you are still responsible for paying for that item if we were charged for it, we will call in the credit for you within 24 hours and the item will be credited to your next order.
- If an item is listed as “Out of Stock” – it is your responsibility to reorder it.
- Some suppliers have a minimum required order. If we do not have enough to meet the minimum we will notify you and orders will be placed on the next order date unless you specify that you want your order cancelled.

## Co-Op Fees

### (Non-refundable)

**The \$18.00 per year membership fee will be added to your first order & updated yearly. That includes your catalog. Your membership ends December.**

*If you sign up later in the year we will deduct \$1.50 for each month you were not a member.*

- **10% Handling Fee on each order.**
- **Fuel charge - will be split evenly between all those who order.**

### Ordering

- **The fax number is the same as the store number, so you will need to call us at: 231-775-6001 prior to sending a fax.**
- **Email: [order@healthybasicsinc.com](mailto:order@healthybasicsinc.com)**
- **They may also be dropped off at the store.**



**See page 2 for Ordering Dates**

**Attention** All CO - OP Members

**From now on we are only doing Country Life once a month as scheduled!**

**We are discontinuing UNFI due to Increased gas prices and availability in other areas cheaper.**



**Effective June 1st,2011**  
**Thank you, Dan and Kelly**  
**Any questions email us at**  
**[order@healthybasicsinc.com](mailto:order@healthybasicsinc.com)**

# ORDERING DATES FOR NORTHERN NATURAL (COUNTRY LIFE)

**Ordered ONCE a month**  
**The catalog offers several bulk items.**

<b>Order Date</b> <b>Wed. by 6pm</b>	<b>Pick up Date</b> <b>Following Thurs.</b>
Jan. 26th	Feb. 3rd
Feb. 23rd	March 3rd
March 23rd	March 31st
April 21st	April 28th
May 18th	May 26th
June 8th	June 16th
July 13th	July 21st
Aug. 10th	Aug. 18th
Sept. 7th	Sept. 15th
Oct. 5th	Oct. 13th
Nov. 2nd	Nov. 10th
Nov. 30th	Dec. 8th