


MEMBER PORTAL

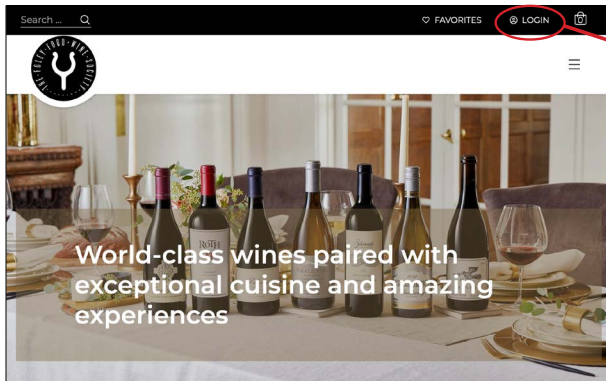
USE INSTRUCTIONS

Welcome to your Foley Food & Wine Society member portal! Once you've set up your account, you'll be able to easily make changes to your account, as well as modify the wines in your club shipment. Read on to learn how in five easy steps.

-  1. Pro Tip: these instructions build upon one another, so if you're having problems customizing your shipment, make sure that you've correctly completed all the preceding steps, and then be sure to click **"CONFIRM SHIPMENT UPDATE"** before exiting your browser.
1. [Login to your member portal](#)
 2. [Manage your address book](#)
 3. [Manage your subscription and payment information](#)
 4. [How to customize your shipment](#)
 5. [How to apply loyalty points](#)

1. LOGIN TO YOUR MEMBER PORTAL

The login is found on www.shop.foleyfoodandwinesociety.com in the upper right-hand corner of the screen. Use the email address associated with your club membership.



Login

Sign in for faster checkout and earn points for your purchases.

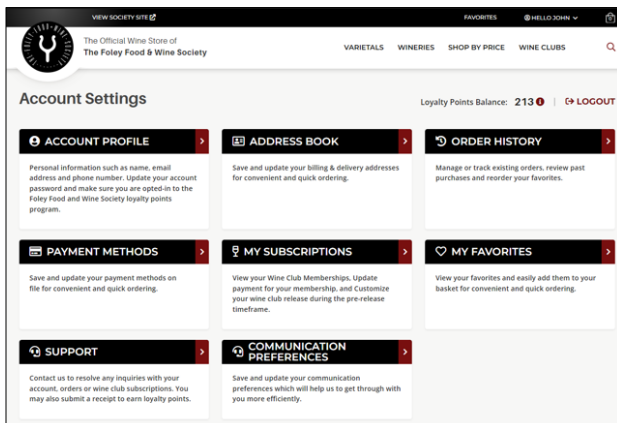
Keep me signed in

[Forgot your password](#)

SIGN IN

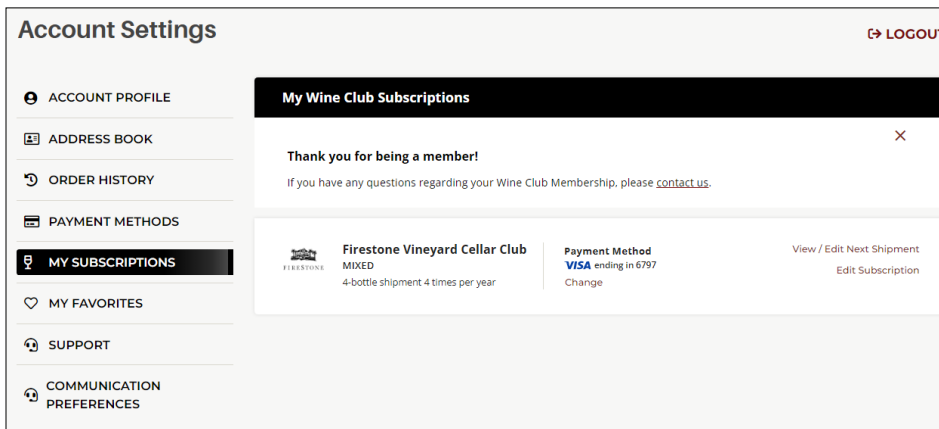
2. MANAGE YOUR ADDRESS BOOK

1. Your Delivery Address and Billing Addresses must be complete and correct or an error will result when you try to customize your wine club shipment.
2. Make sure your address includes a valid Phone Number and DOB
3. Remove any incomplete addresses from your Delivery Addresses and Billing Addresses

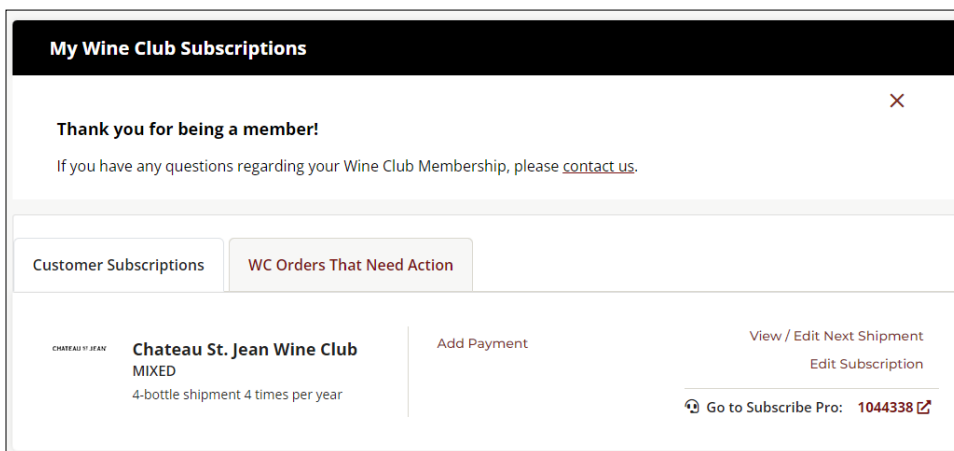


3. MANAGE YOUR SUBSCRIPTION AND PAYMENT INFORMATION

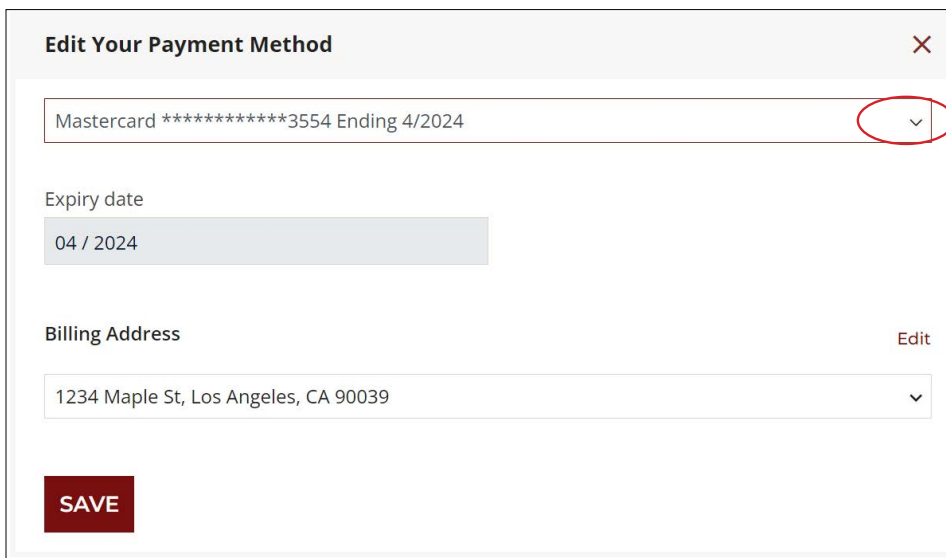
1. Go to the **“MY SUBSCRIPTIONS”** section on your member account where you have a dashboard to update payment information, view the wines in your current release, and make changes to them.
2. Review your club information. if your current club membership is incorrect, please contact your wine club via email [Contact Us - Foley Food and Wine Society](#)



3. If your Subscription says, **“ADD PAYMENT”**, click “Add Payment” and attach your preferred payment method.



4. If the current payment is expired or needs an update, click **“CHANGE”** to either select your preferred payment method or add a new payment method.



4. HOW TO CUSTOMIZE YOUR SHIPMENT

1. In the same **"MY SUBSCRIPTIONS"** area you can view the wines in your current release: **CLICK VIEW/EDIT NEXT Shipment**

Firestone Vineyard Cellar Club
MIXED
4-bottle shipment 4 times per year

Payment Method
VISA ending in 6797
Change

[View / Edit Next Shipment](#)

2. To select pickup or shipment of your wines, click **"CHANGE DELIVERY LOCATION"**

Edit Your Upcoming Firestone Vineyard Cellar Club Shipment [BACK TO MY SUBSCRIPTIONS](#)

As a member of the Firestone Vineyard Cellar Club, you may customize your quarterly shipments by changing out club selections to bottles of your choice, from across our portfolio of wines*. You may also add additional bottles to your upcoming shipment.

Members whose orders are shipped can customize on this page using the tools below.

- Once changes or additions are made, click **UPDATE MY CART** to save
- When you are finished customizing, click **UPDATE MY CART** again to view the confirmation page
- Review your selections and apply any points you would like to use for your order
- Click **CONFIRM SHIPMENT** to save all changes

Pick-Up Wine Club Members may customize their orders in-person when they visit their club property. Pick-up members can also choose to update their order to ship (View Option on Right) to customize online. Any pick-up order not retrieved from the winery within 30 days of the pick-up start date listed in your pre-shipment notification email will automatically be shipped, with any applicable taxes and shipping costs charged to the card on file.

Shipment date: **October 16, 2023**
Change Shipment Date

Delivery location: **0000, City, SC 22222**
[Change Delivery location](#)

3. If you would like to have your wines shipped to you, select the **"SHIPPING"** option. Then, click the drop-down box and select your desired shipping address.

Add new address or select existed one ✕

Shipping Pickup

Select shipping address: Edit

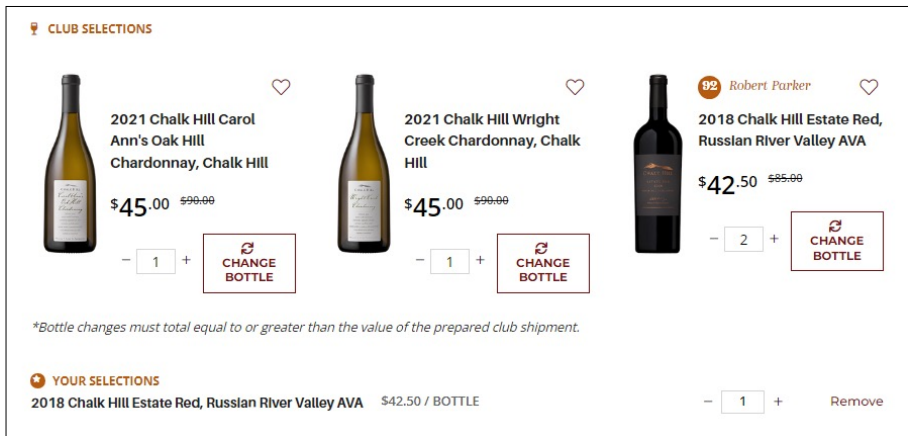
0000, City, SC 22222 ▼

4. If you would like to pick up your wines at the tasting room, select the **"PICKUP"** option.
*Please note, no customizations may be done online for pickup members. Customizations may be made upon pick up in the tasting room. To confirm the pickup selection, click **"UPDATE MY CART"**. Apply any desired loyalty points, then click the red **"CONFIRM SHIPMENT UPDATE"**.*
5. If you are customizing your wines to ship, the wines in your release must be of equal value to the subtotal amount of the standard release.

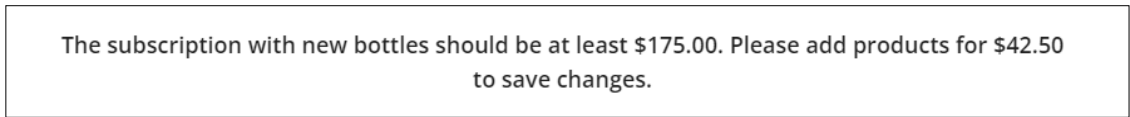
BOTTLE QTY: **4** items SUBTOTAL: **\$175.00** EST. SHIPPING: **\$20.00** [UPDATE MY CART](#) [RESET](#)

6. To swap wines in your current release, scroll down to view all available wines to add to your shipment. When you have found a wine you would like to add to your shipment, select the number of bottles by clicking the **"+"** sign, and then click **"ADD TO SHIPMENT"**.

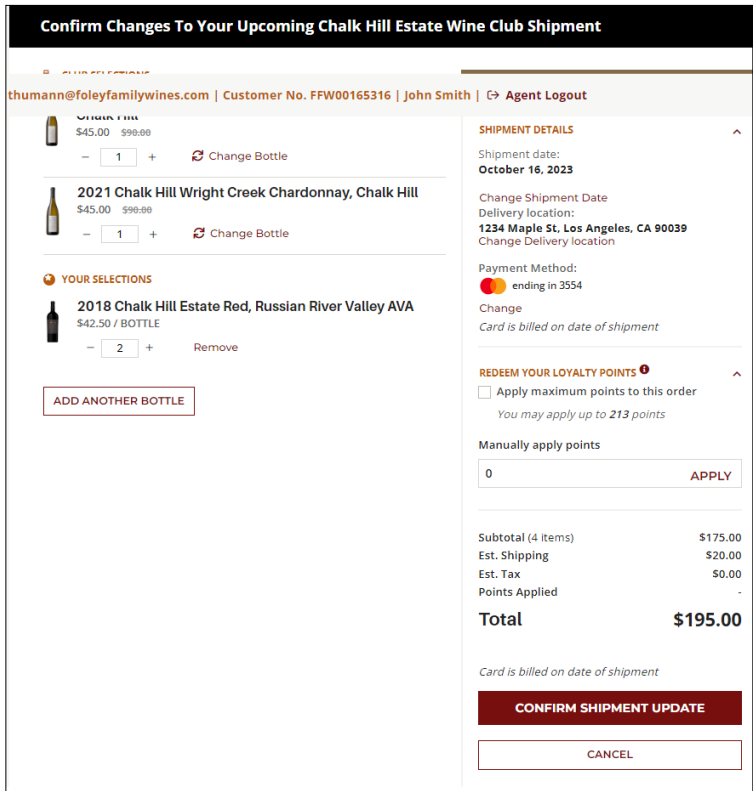
7. After clicking **“ADD TO SHIPMENT”**, your selected wines will appear in the **“YOUR SELECTIONS”** section as shown below.



8. Once you have selected your customized wine selections, you may remove wines from the standard release. To do so, either use the **“-”** button or click **“CHANGE BOTTLE”**. Then click **“UPDATE CART”**. If your wine selection does not meet the minimum order value, a popup such as the one below will appear at the top of your screen and you will need to add the necessary bottles of wine to meet the minimum order value.



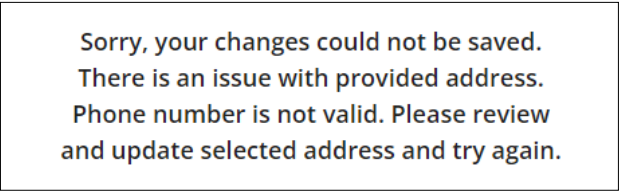
9. If you do not receive this message, click **“UPDATE MY CART”** again, this will take you to a secondary screen as shown below.



10. On this page, even if the Delivery Location is correct, please click **“CHANGE DELIVERY LOCATION”** and click on your preferred shipping address.

11. Once you are happy with your selections click **“CONFIRM SHIPMENT UPDATE”**

12. If you receive the error message below, try selecting a new Delivery Location.



13. If the error persists, please go back to your Address Book, and ensure your address has a valid phone number and date of birth. Then go back to your subscription and re-select/click on the corrected delivery address.

14. If you do not receive the error message, you will be taken back to the **“MY SUBSCRIPTIONS”** page and your customizations will be complete.

5. HOW TO APPLY LOYALTY POINTS

1. In the same **“MY SUBSCRIPTIONS”** section, click **“VIEW/EDIT NEXT SHIPMENT”**.
2. Click **“UPDATE MY CART”**.
3. On the right hand side, check the box to apply the maximum applicable points, or type in the box the amount of points you'd like to use.

Confirm Changes To Your Upcoming Chalk Hill Estate Wine Club Shipment

thumann@foleyfamilywines.com | Customer No. FFW00165316 | John Smith | Agent Logout

CHALK HILL
\$45.00 \$99.00
- 1 + Change Bottle

2021 Chalk Hill Wright Creek Chardonnay, Chalk Hill
\$45.00 \$99.00
- 1 + Change Bottle

YOUR SELECTIONS

2018 Chalk Hill Estate Red, Russian River Valley AVA
\$42.50 / BOTTLE
- 2 + Remove

ADD ANOTHER BOTTLE

SHIPMENT DETAILS

Shipment date:
October 16, 2023

Change Shipment Date
Delivery location:
1234 Maple St, Los Angeles, CA 90039
Change Delivery location

Payment Method:
ending in 3554
Change
Card is billed on date of shipment

REDEEM YOUR LOYALTY POINTS

Apply maximum points to this order
You may apply up to 213 points

Manually apply points

0 APPLY

Subtotal (4 items) \$175.00
Est. Shipping \$20.00
Est. Tax \$0.00
Points Applied -

Total \$195.00

Card is billed on date of shipment

CONFIRM SHIPMENT UPDATE

CANCEL

4. To finalize your order, click **“CONFIRM SHIPMENT UPDATE”**
5. If you do not receive the error message, you will be taken back to the **“MY SUBSCRIPTIONS”** page and your customizations will be complete.