

## GEBACA Online Literature and 7<sup>th</sup> Tradition Procedures

**Each home group will receive an email that will let you know an account has been created. The login will be the email currently on the GEBACA contacts list. Each group will have to create their own password.**

The new GEBACA literature ordering procedure for orders over \$140 is:

1. Go to [gebaca.org](http://gebaca.org) and click on the literature tab.
2. **Log into shop with email and password used in the activation email for your home group**
3. **Add literature to your cart**
4. Checkout and pay with a credit card via the Shopify link.
5. The literature will be delivered to the home address provided

The new GEBACA literature ordering procedure for orders under \$140 is;

1. Go to [gebaca.org](http://gebaca.org) and click on the link to the literature tab
2. **Log into shop with email and password used in the activation email for your home group**
3. **Add literature to your cart**
4. Checkout and pay with a credit card via the Shopify link.
5. The home group literature person will be notified by the GEBACA Literature Officer - the order was received and make arrangements for literature pick up.

The new GEBACA 7<sup>th</sup> tradition donation process

1. Go to [gebaca.org](http://gebaca.org) and click on the link to the 7<sup>th</sup> tradition tab.
2. **Log into shop with email and password used in the activation email for your home group**
3. Select the amount you would like to donate. Note that donations must be in whole dollar amounts.
4. Checkout and pay with a credit card via the Shopify link.
5. You can still make 7<sup>th</sup> tradition donations via check or cash.

Note: each home group will receive an email with a login. This will be needed for online purchases and donations. This ensures that only home groups within our intergroup are ordering literature at the discounted price.