## How to Order Herbs & Supplements Using the Patient Portal

## 1. <u>LOG IN</u>

- To find your user name: search your email for "bloom login" to find the email containing your user name.
- <u>Reset your password</u>.

## 2. COPY & PASTE

The easiest way is to copy and paste the exact product name from your treatment plan into the search bar at the top of the page.

For custom formulas search the word: "**Custom**" and select the corresponding type of product (e.g. Custom EO Remedy, Custom Tea, etc.) Don't forget to include your custom formula name in the box provided!

- 3. Select the **size** and **quantity** before clicking **Add to Cart**.
- 4. Top right click on the shopping cart icon.
- 5. Click **Checkout**
- 6. Fill out required fields (shipping, billing, CC info).
- 7. Click **Place Order**

When it's time to reorder, you can easily find your past orders by going to **My Account -> Orders**.

If you need assistance placing your order, please contact Bloom & Reveal Botanicals at 845-687-6211 or email <a href="mailto:support@bloomreveal.com">support@bloomreveal.com</a>.