Online Ordering

The GardenSide

PUB 67
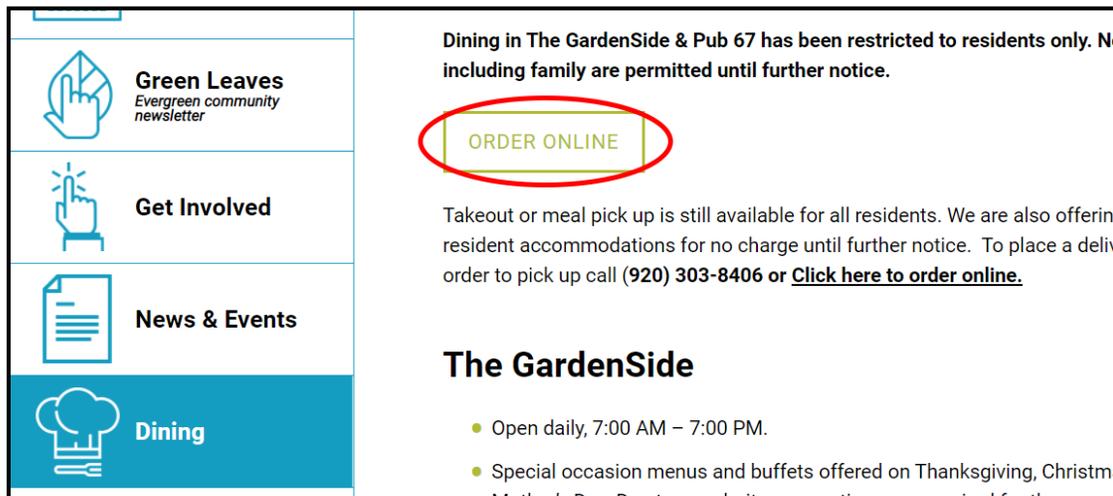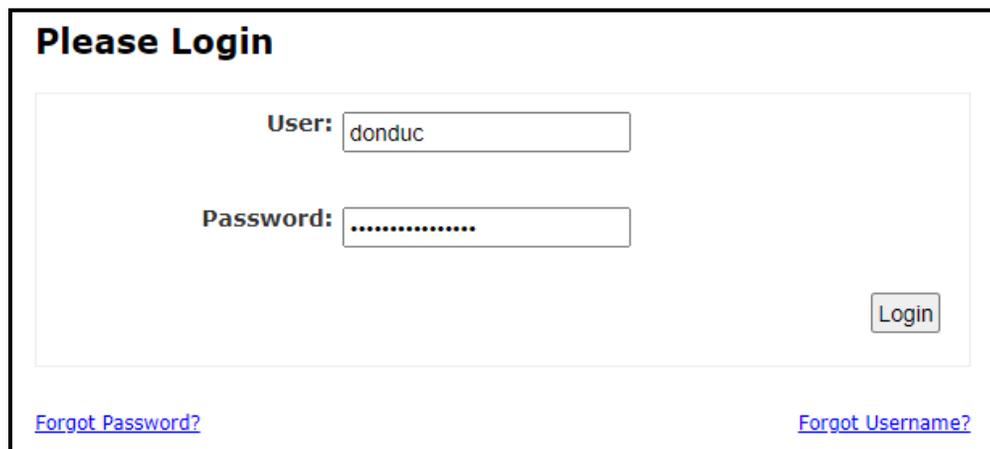
1. Online ordering from either The GardenSide or Pub 67 can be accessed through the Resident Portal at www.evergreenoshkosh.com. Once on the Evergreen site click on Resident Portal in the upper right hand corner.

1.1. Select the **Dining** tab → Click on the **ORDER ONLINE** button.

1.2. You will then be prompted to sign in using your username and password. Your username and password were generated as the first 3 letters of your first name followed by the first 3 letters of your last name and the number 1 (for example: John Smith's username and password would be johsmi1).

After you have signed in, you will be redirected to the following webpage:

From here you can order online (delivery or pick-up) from The GardenSide and Pub 67, make reservations online for The GardenSide, or view all previous online orders you have placed. **NOTE**: If this is your first time signing in to the online ordering portal, we highly recommend that you change your password after you are logged in to something easily remembered. You can change your password by clicking the Update My Password button.

2. To begin placing your order online, select the **Online Ordering** link from the top navigational menu. Click on the **Start Order** button.
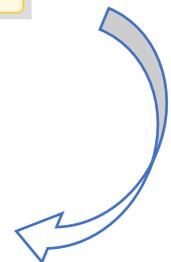

2.1. A pop-up menu will then be displayed having you select either **Delivery** or **Pick-up** → Party Size → and a Requested Time. Input your desired options.

After selecting a requested time, the following menu will appear. If you are ordering for yourself, you can simply select **Continue**. **NOTE**: If you are ordering for more than one person, you must add them by clicking on the **Select a customer to add to order** drop-down menu.
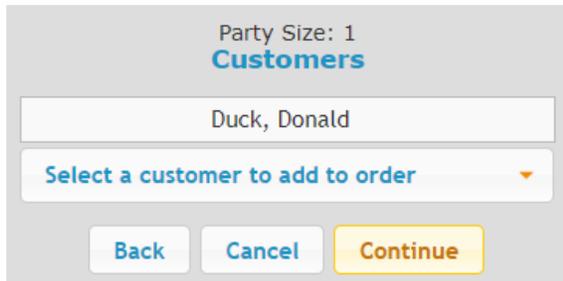
*Ordering for a party of 1*
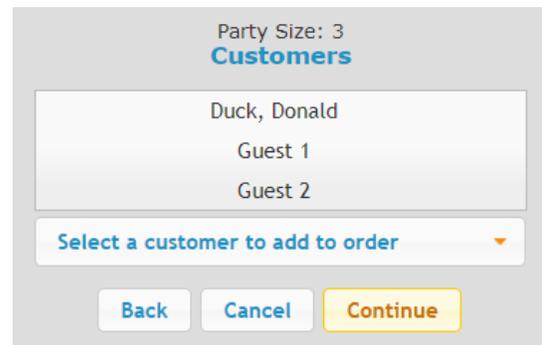
Ordering for a party of 3

2.2. The menu for both The GardenSide and Pub 67 should now be displayed:

Navigate the menu on the left to locate your desired choices. After selecting a specific item, you may be required to choose additional options and sides. **NOTE**: All items will allow you to include a special request (e.g. extra cheese, sauce on the side, etc.).
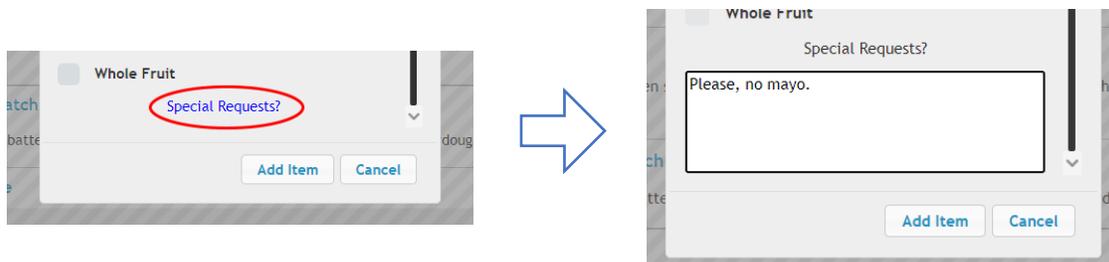
2.3. As you add items, they will appear within the Order Items box to the right. **NOTE**: If your order contains a party larger than 1, you must click the button labeled **Guest 1** and begin adding their selections. Continue this process for each guest in your party.
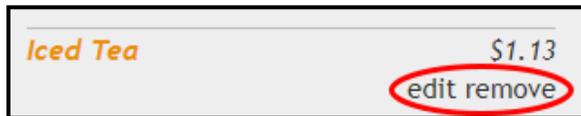

You can edit or remove items on your order by clicking on the corresponding text

Once you have added everything you would like, click the **Checkout** button. The Checkout menu will then appear summarizing your entire order. Review your order and if it looks good, click on the **Submit Order** button.
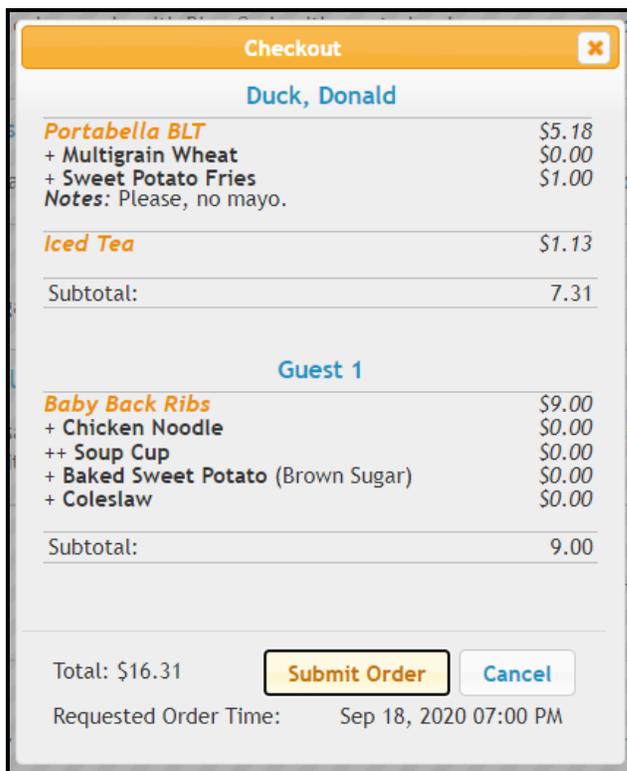
Your order has been submitted!

To receive your receipt, you can input your email address or click the **Print** button to print.
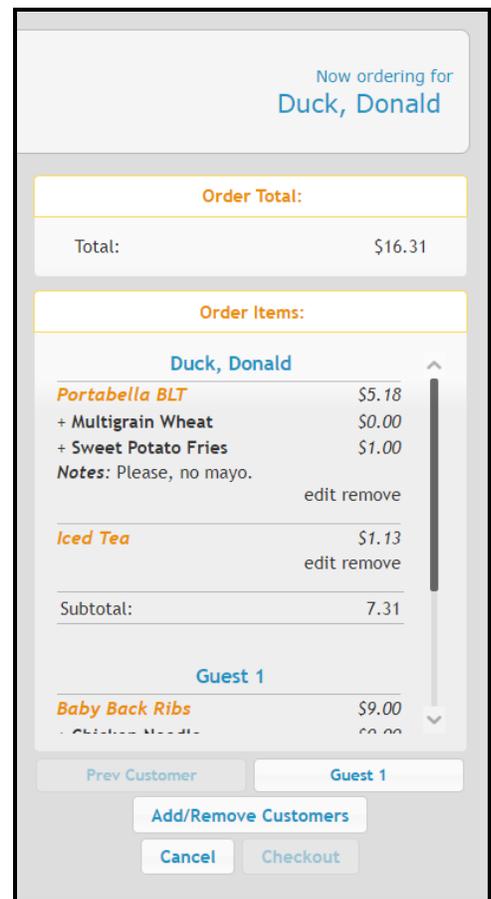
Above the Order Total box displays who you're currently ordering for

NOTE: For orders with a party larger than 1, the **Checkout** button will only be clickable while you are currently ordering for the last guest in your order.