

Entering Retail Pickups into Primarius

Login as you typically would to place an online order.

SECOND HARVEST
Food Bank of Cook County
of Cook County
of Cook County

Login

Agency Ref:

Username:

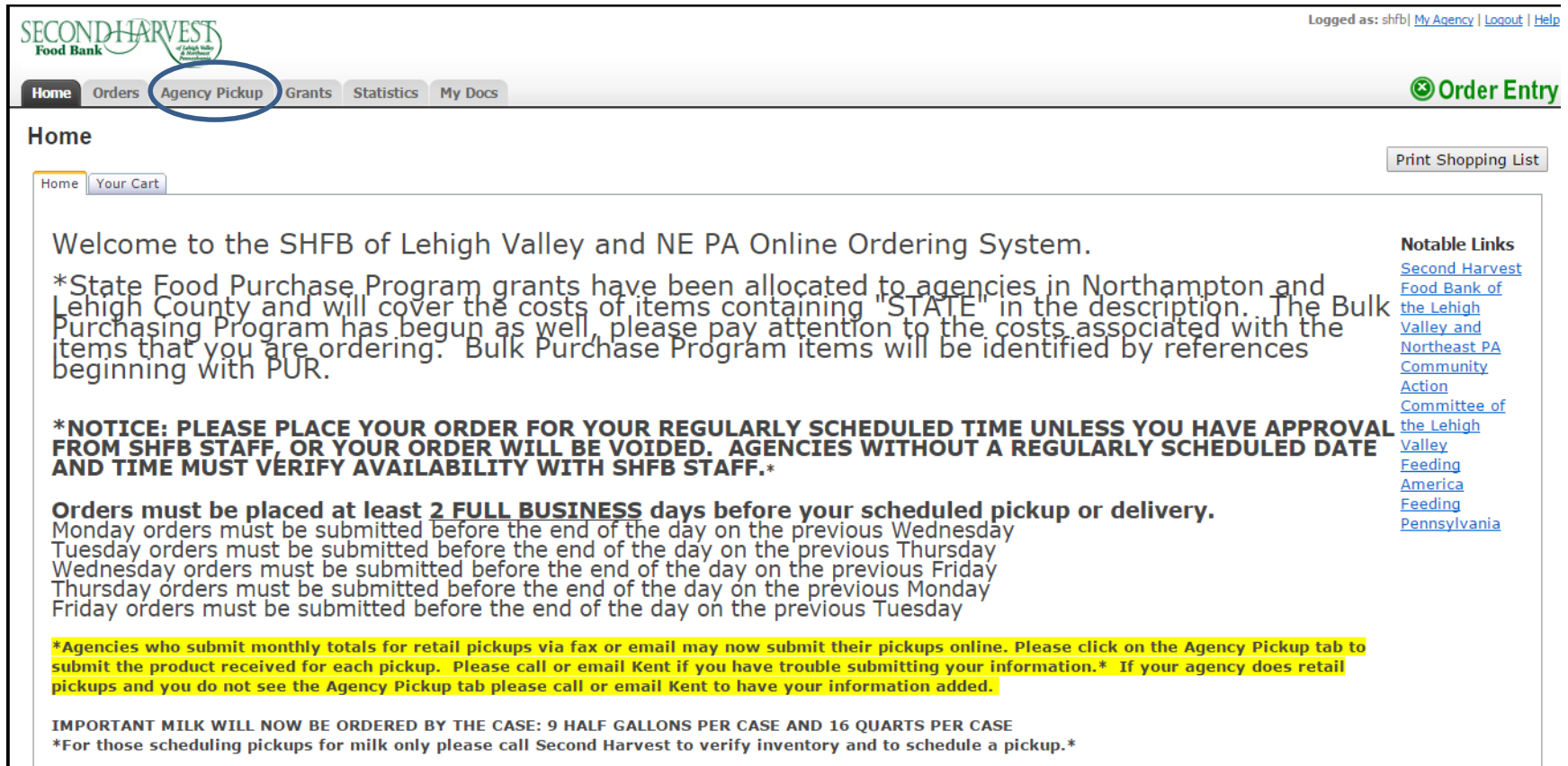
Password:

Login

V02.01.00.0047

Closed Dates:
Monday, December 26, 2016 to Monday, December 26, 2016 for Christmas

Click on the “Agency Pickup” tab.



SECONDHARVEST
Food Bank
of Lehigh Valley
and Northeast PA

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Order Entry

Home

Print Shopping List

Home Your Cart

Welcome to the SHFB of Lehigh Valley and NE PA Online Ordering System.

*State Food Purchase Program grants have been allocated to agencies in Northampton and Lehigh County and will cover the costs of items containing "STATE" in the description. The Bulk Purchasing Program has begun as well, please pay attention to the costs associated with the items that you are ordering. Bulk Purchase Program items will be identified by references beginning with PUR.

NOTICE: PLEASE PLACE YOUR ORDER FOR YOUR REGULARLY SCHEDULED TIME UNLESS YOU HAVE APPROVAL FROM SHFB STAFF. OR YOUR ORDER WILL BE VOIDED. AGENCIES WITHOUT A REGULARLY SCHEDULED DATE AND TIME MUST VERIFY AVAILABILITY WITH SHFB STAFF.

Orders must be placed at least 2 FULL BUSINESS days before your scheduled pickup or delivery.
Monday orders must be submitted before the end of the day on the previous Wednesday
Tuesday orders must be submitted before the end of the day on the previous Thursday
Wednesday orders must be submitted before the end of the day on the previous Friday
Thursday orders must be submitted before the end of the day on the previous Monday
Friday orders must be submitted before the end of the day on the previous Tuesday


***Agencies who submit monthly totals for retail pickups via fax or email may now submit their pickups online. Please click on the Agency Pickup tab to submit the product received for each pickup. Please call or email Kent if you have trouble submitting your information.* If your agency does retail pickups and you do not see the Agency Pickup tab please call or email Kent to have your information added.**

IMPORTANT MILK WILL NOW BE ORDERED BY THE CASE: 9 HALF GALLONS PER CASE AND 16 QUARTS PER CASE
For those scheduling pickups for milk only please call Second Harvest to verify inventory and to schedule a pickup.

Notable Links
[Second Harvest Food Bank of the Lehigh Valley and Northeast PA Community Action Committee of the Lehigh Valley Feeding America Feeding Pennsylvania](#)

Click on “Add New Receipt”

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Agency Retail Pickup Receipts

Search: Page size: 20 ▼

Receipt	Donor	Receipt Date	Expected Date	Warehouse	Origin City	Total Pounds
No receipts found.						

< Prev Next > | Page 1 of 0

Add New Receipt

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Select the store where you picked up product from the drop down menu.

If you only pickup from one store it will default to that store.

SECONDHARVEST
Food Bank

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Donor : **ALDI #100 CENTER VALLEY** Pickup Date

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Select the date of your pickup from by clicking on the calendar icon.

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Donor : Pickup Date 

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Click continue once a date has been selected

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Food Bank
of Central Valley & Shasta Counties

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[✕ Order Entry](#)

Donor : Pickup Date 

[Continue](#)

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Enter the weight for each type of product received.

Comment

Reason nothing picked up

Agency pickup from: ALDI #100 CENTER VALLEY

Product Ref	Product Name	Storage	Packing	Type	Category	Unit	Quantity	Weight
RPB	>RETAIL PICK UP BAKERY	Dry	POUND	04-*BAKING PRODUCTS	SHB	POUND	<input type="text" value="25"/>	1
RPD	>RETAIL PICK UP DELI	Refrigerated	POUND	16-*ASSORTED FOODS/PURCHASED/CSFP	SHB	POUND	<input type="text"/>	1
RPDA	>RETAIL PICK UP DAIRY	Refrigerated	POUND	07-*DAIRY	SHB	POUND	<input type="text" value="33"/>	1
RPF	>RETAIL PICK UP FROZEN ASST	Frozen	POUND	16-*ASSORTED FOODS/PURCHASED/CSFP	SHB	POUND	<input type="text"/>	1
RPG	>RETAIL PICK UP GROCERIES	Dry	POUND	16-*ASSORTED FOODS/PURCHASED/CSFP	SHB	POUND	<input type="text"/>	1
RPM	>RETAIL PICK UP ASST MEAT	Frozen	POUND	15-*FISH/MEAT/POULTRY	SHB	POUND	<input type="text"/>	1
RPNF	>RETAIL PICK UP NON FOOD	Dry	POUND	01-*ASSORTED NON-FOODS	SHB	POUND	<input type="text"/>	1
RPP	>RETAIL PICK UP PRODUCE	Refrigerated	POUND	28*-PRODUCE	SHB	POUND	<input type="text"/>	1

When you are finished click process receipt.



Logged as: shfb | [My Agency](#) | [Logout](#) | [Help](#)

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Get Weight

Last Steps

- At this point your pickup will be submitted.
- You may be prompted to verify the weight of your product.
- Upon completion you can view your past retail pickups under the “Agency Pickup” tab.