

Step by Step on using OrderAhead web page to order food...

1. Go to www.orderahead.org
2. Select get started- enter your zip code- select start order.
3. Select date and time for your pick up (E-pantry option) or delivery (if you are trying to select delivery you must have a delivery code to use)- click pick up here. If you have an account you will log in. If you are new to order ahead select sign up under the log in option.
4. Answer questions to see if you qualify for additional free foods (USDA/ TEFAP screening)- select YES.
5. Put in your household info/ Address- click Ok.
6. Select the county you live in- submit.
7. Select all that applies to you or your household on Medicaid, food stamps, SSI... etc submit.
8. Sign your name (using your mouse or finger if you have a touch screen)- select acceptscroll down to the bottom that says NAME- enter your name- submit. Proxy is another person you authorize that can shop on your behalf. You do not have to put a proxy.
9. Select OK- shop- add items that you want to your cart.
10. After you have shopped- select check out or click the shopping cart- Select sign up (if this is the first time you are using the web page- Even if you used to be a e-pantry client before you must SIGN UP)- if signing up for first time answer all additional questions then select check out.
11. Once you have submitted your cart you will receive a confirmation email/ text message (this is your confirmation that your order has gone through).