



Online Food Ordering Authorization Form Primarius Web Window (PWW)

**PLEASE
PRINT**

Date: _____

Partner/Agency's Name: _____

Partner/Agency's Number: _____ *****Up to 3 authorizations**

Contact Name (first & last): _____

Contact Phone: _____ Ext: _____

Contact Email: _____

Contact Online Password: _____ *Administrator? Yes No*

Contact Name (first & last): _____

Contact Phone: _____ Ext: _____

Contact Email: _____

Contact Online Password: _____ *Administrator? Yes No*

Contact Name (first & last): _____

Contact Phone: _____ Ext: _____

Contact Email: _____

Contact Online Password: _____ *Administrator? Yes No*

Please return by email to your Agency Relations Representative

Alma Perez aperez@gcfb.org

Dave Duey dduey@gcfb.org

Margarita Ovalle movalle@gcfb.org

Authorized Representative Signature: _____

Authorized Representative Name (print): _____

Instructions: Please go to our website www.gcfb.org, and click on Partner Online Orders or go to PARTNER AGENCIES, then choose PARTNER ONLINE ORDERS. Now click on the Orders tab.



The screenshot shows the Gleaners Community Food Bank website. The header includes the logo, the tagline "Nourishing Communities by Feeding Hungry People", and a navigation menu with links for "Partner Online Orders", "Need Food Now", "Newsroom", and "About". A search bar is also present. Below the header is a dark navigation bar with links for "HOME", "TAKE ACTION", "FOOD DRIVES/EVENTS", "END HUNGER", and "PARTNER AGENCIES". The main content area features a sidebar with a menu: "Partner Agencies", "Partner Online Orders" (highlighted), "Our Partner Agencies", "How to Become a Partner Agency", and "Partner Support". The main content area has the heading "Partner Online Orders" and the text: "For agency online food ordering, please click the button below. (you will be redirected to another website)". A button labeled "Orders" is visible. To the right are three large buttons: "Donate!", "Volunteer!", and "Need Food Now?".

Your log-in information is:



Login

Agency Ref:

Username:

Password:

V02.01.00.0020

Agency Ref.: This is your Agency Id. number.

Username: Your Agency Id. number + the first letter of your first name + your complete last name. All lower case and no spaces in between.

Password: This is case sensitive