OVERVIEW: Each Agency/Food Bank/Soup Kitchen must log in to utilize the new portal.

- Additional Resources: Video Walkthrough Titled 001-001 Agency Training Log-In

I. PROCEDURE: (Logging-in)
   1. Go to www.feedingwestchester.org
      a. In upper right-hand corner, click on Partner Portal.

      b. In center of page, slightly to left, click on Shopping Portal

      c. Enter email associated with your feeding Westchester account.
      d. Enter password.
      e. Click Log In.
**Note: ** Please pay Special Attention to the Message Board as anything Feeding Westchester deems Important for you to know will be there**

### Message Board

**IMPORTANT**

Welcome to the new Online Ordering System

Thursday 10/15