

# MANNA FoodBank

## Online Ordering Guide for Partner Agencies

Version 1.1

### Logging into your Account

- Once you have typed in the web address or followed the link on the Partner Agency section of the MANNA FoodBank website you will arrive at the log in screen for the online ordering system.



Log In \*Required Fields

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Email Address/Username\*

  

Password\*

  

[Forgot Password?](#)

Passwords are case sensitive

- The username will be the email address of the primary contact on the agency account
- MANNA FoodBank will email the password to the email address of the primary contact on the agency account
  - Passwords are case sensitive
  - We suggest that you update your password on your first login
  - If you have forgotten your password click the “Forgot Password?” link to receive an email to update your password. This email will go to the Email Address used as the username.