

October 2025

Glenda Gragg
Order Coordinator
828-774-5895

PICKUP AND DELIVERY ORDERING CALENDAR – PLEASE READ CAREFULLY

- The date on the calendar reflects the day you will receive the order, either via Pickup or Delivery Route, per your account setup.
- Pickup and Delivery orders follow the same **order window** time periods.
- Order windows are 5 business days listed under the date with an *. The first day of that range is the **start date**. The last day is the **due date**.
- Agencies should select "SHOP" in P2 to open an order on their start date.
- Agencies should submit their order in P2 by noon on the due date.
- **Orders submitted after 12pm noon on the due date will be scheduled a week later.**
- A new order cannot be started in P2 until your last order has been reviewed by MANNA.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 28	Sep 29 Madison Route *September 16-22 Due: Sep 22 @ noon	Sep 30 Polk Route *September 17-23 Due: Sep 23 @ noon	1 Cherokee Route *September 18-24 Due: Sep 24 @ noon	2 Clay Route *September 19-25 Due: Sep 25 @ noon	3 Mitchell-Yancey Route *September 22-26 Due: Sep 26 @ noon	4
5	6 Haywood Route *September 23-29 Due: Sep 29 @ noon	7 Macon-Jackson Route *September 24-30 Due: Sep 30 @ noon	8 Graham-Swain Route *Sep 25-Oct 1 Due: Oct 1 @ noon	9 McDowell-Avery Route *Sep 26-Oct 2 Due: Sep 4 @ noon	10 Transylvania Route *Sep 29-Oct 3 Due: Sep 5 @ noon	11
12	13 Madison Route *Sep 30-Oct 6 Due: Oct 6 @ noon	14 Polk Route *October 1-7 Due: Oct 7 @ noon	15 Cherokee Route *October 2-8 Due: Oct 8 @ noon	16 Clay Route *October 3-9 Due: Oct 9 @ noon	17 Mitchell-Yancey Route *October 6-10 Due: Oct 10 @ noon	18
19	20 Haywood Route *October 7-13 Due: Oct 13 @ noon	21 Macon-Jackson Route *October 8-14 Due: Oct 14 @ noon	22 Graham-Swain Route *October 9-15 Due: Oct 15 @ noon	23 McDowell-Avery Route *October 10-16 Due: Oct 16 @ noon	24 Transylvania Route *October 13-17 Due: Oct 17 @ noon	25
26	27 Madison Route *October 14-20 Due: Oct 20 @ noon	28 Polk Route *October 15-21 Due: Oct 21 @ noon	29 MANNA CLOSED FOR STAFF ADMIN DAY Cherokee Moved to 9/30. Glenda reschedules pickup orders.	30 Clay Route Cherokee Route *October 17-23 Due: Oct 23 @ noon	31 Mitchell-Yancey Route *October 20-24 Due: Oct 24 @ noon	Nov 1

MANNA Agency Relations Contact Information

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