TROUBLESHOOTING AGENCY EXPRESS

01 Know your login information and your order window!

02 Is the Shopping List crossed out? You're behind on reports.

03 Add product to your cart and remember to save before moving to the next page.

04 Look for the set green box over your scheduled delivery or pick up date.

EX:

My Appointments

	Date	Time	Reference Number	Standing	Type
	3/28/2025	01:00 PM		Y	Pickup

05 Don't forget to submit your cart! Your order won't be processed otherwise.