How to Use the Depot Deliveries E-Commerce Store

Creating your account

- 1. Go to https://www.depotdeliveries.com/login/
- 2. Select "Click here to register"

Login		
Existing Users Log In		
Password		
	 LOG IN word? Click here to reset ser? Click here to register	$\langle \neg$

- 3. Fill out the form and select the register button
- 4. You will get a message that your registration is pending. Look out for an email that your registration has been approved.

Logging In

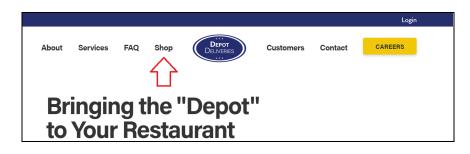
1. Select Login at the top right of your screen.



2. Log in using the credentials you used when creating your account.

Adding items to your cart

1. Go to shop



- 2. You can browse in a couple of different ways.
 - a. Browse by searching through the list as-is
 - b. Browse by selecting a category to the right (or below if on mobile)
 - c. Browse by using the search box. You can search by name, SKU, item number, or keywords (such as potato).

	About	Services	FAQ	Shop		**** VEPOT UVERIES	Customers	Contact	CAREERS	
	Sho	0								
ر <i>ب</i> ے	Home / Sho	p h for products						Welcome You are logged ir click here to log	-	
a ⊏>				REPRESENTED	2	Supremo ITAL Supremo ITAL Picen Cerigno Nonthrained Weight 4.		Wishlists Manage Wishlists Product Catego All Equipment 8 Supplies (176)	gories	
	Olives – 2	Vhole Kalamata ? kg - \$58.74	Peppe	mo Italiano – V eroncini – gallo 7 4 – \$22.80	'n	Supremo Italian Cerignola Olive \$23.51 – \$4	s – 1.9 kg	O Dairy & Peris	bosables (661) shables (454)	⊐ b
	SELE	CT OPTIONS	SE		NS	SELECT OF	TIONS	 Beverages & Frozen Food 		

 Many items only have an "Add to Cart" button but some have a "Select Options" button. The ones that say "Select Options" gives you the option to add a Unit or a Case of that item to your cart. Home / Dry Groceries / Supremo Italiano – Green Cerignola Olives – 1.9 kg



Supremo Italiano - Green Cerignola Olives - 1.9 kg

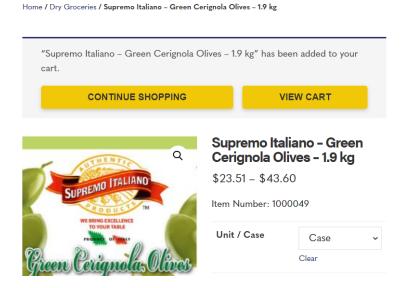
\$23.51 - \$43.60

Item Number: 1000049



SKU: 76069501283 Category: Dry Groceries

4. After adding an item to your cart, you can either go to your cart or continue shopping.



Checking out

1. When you are ready to checkout, go to your shopping cart. You can either access it from the button you saw in the last step, or by selecting the Cart Icon in the top right of the page.

							My Account ्रे	# <=
About	Services	FAQ	Shop	DEPOT DELIVERIES	Customers	Contact	CAREERS	
pre but	ess the r tton.		o remov	shopping cart e an item or cl	nange the qu	uantity ar		Update Cart'
		Product			Price	Quantity	Subtotal	
\Rightarrow	×	Supremo l Unit / Case		ole Pepperoncini - gallo	n \$22.80	1	\$22.80 ♡ Save for later	
	×	Supremo l Unit / Case		ole Pepperoncini - gallo	n \$6.74	1	\$6.74 ♡ Save for later	
	× 🚉	Supremo li Unit / Case		een Cerignola Olives - 1.	9 kg \$43.60	2	\$87.20 Save for later	
	Coupon c	ode	AF	PLY COUPON			UPDATE CART	
							SAVE CART	

3. If you are happy with your cart, select, "Proceed to Checkout"

		i	♡ SAVE CART
CONTINUE SHOPPING			
	Cart to	tals	
	Subtotal	\$116.74	ج لے
	Total	\$116.74	\bigvee

- 4. On the checkout page, fill in your billing information.
 - a. If your shipping information is the same as your billing information, you can leave the "Shipping to a different address" checkbox unchecked.
 - b. If the shipping information is different, select the checkbox and fill out the shipping information. You can give this address a nickname if you have multiple addresses that you ship to. You will learn about adding multiple addresses later in this tutorial.

					1119 7.00	
About Service	s FAQ Shop	DELIVERIES	Customers	Contact	CA	
Have a coupo	n? Click here to enter you	r code				
Billing details		Ship	to a different a	address?		
First name *	Last name *	Address	Book (optional)			
TAG	Online	Add Ne	w Address			
	D	Address	nickname (optional)			
Company name (opti	onal)					
9737835583			•			
Country / Region *		First nam	e *	Last name *		
United States (US)		•				
Street address *		Company	r name (optional)			
6 Prospect Village	e Plaza					
Apartment, suite,	unit, etc. (optional)	Country	Country / Region *			
T (0): t		United S	States (US)			
Town / City *		Street ad	dress *			
Clifton		House	number and street	t name		
State *						
New Jersey		- Aparti	ment, suite, unit, et	c. (optional)		
7IP Code *		Town / C	ity *			

- 5. After filling out all information and reviewing your information, choose the method with which you will be paying.
- 6. Select Place order.

About	Services	FAQ	Shop	DEPOT DELIVERIES	Customers	Contact	CAREE
Unit / C	Case: Unit					₩0./ 4	
	o Italiano - Gree Case: Case	n Cerignol	a Olives - 1.9	kg × 2		\$87.20	
Subtota	ıl					\$116.74	
Total						\$116.74	
O O You	Check on Delive Cash on Delive	very ery will be used	d to process	nfirm the price with you ar your order, support your licy.			_

Multiple Addresses

- 1. If you have other orders to place, and they are meant to be shipped to a different address than the first, you can create and select a different address.
- 2. At checkout, select the "Shipping to a different address" checkbox.
- 3. To add another address, open the "Address Book" dropdown and select "Add New Address"

	Address Book (optional)	
	Add New Address	
	TAG: TAG Online, Mt Prospect Avenue, Clifton, NJ Store 2: TAG Online, 111 Prospect Village Plaza, Clifton,	
	NJ	
=>	Add New Address	
	Company name (ontional)	

Ship to a different address?

4. After you complete an order with this alternate address, and you work on a future order, you can select the address for the delivery from this address book dropdown. Notice in the example above, there are two addresses already listed.

Wishlist

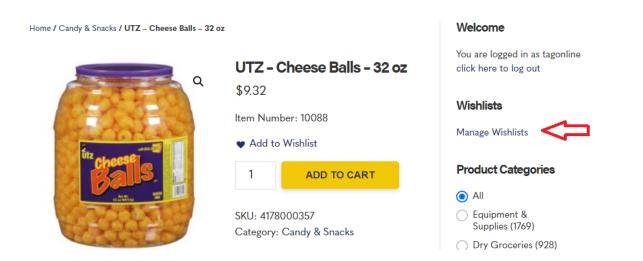
Description

While you are shopping, you can add items to your wishlist that you may want to add to your cart more quickly for a future order.

1. Go to the item you want to add to your wishlist.

Shop	
Home / Candy & Snacks / UTZ – Cheese Balls – 32 oz	
P Description	UTZ - Cheese Balls - 32 oz \$9.32 Item Number: 10088 • Add to Wishlist 1 ADD TO CART SKU: 4178000357 Category: Candy & Snacks

- 2. You can also have more than one wishlist. One example of using this would be if you wanted to have a (Monday shopping list and a Wednesday shopping list)
- 3. You can manage your wishlists by selecting "Manage wishlist" from the sidebar.



4. Within your wishlist you can remove items, update items, or add items to your cart from your wishlist.

+ Cr	eate 📌 I	My Wishlists < Continue Shopping			
		Product Name	Unit Price	Qty	
×		Supremo Italiano - Whole Pepperoncini - gallon Unit / Case : Case	\$22.80	1	ADD TO CART
×	Suntisi	Sunkist - Orange Soda - 24/20 oz plastic bottles	\$22.99	1	ADD TO CART
×		UTZ - Cheese Balls - 32 oz	\$9.32	1	ADD TO CART
			UPDATE	WISHLIST	ADD ALL TO CART

Re-ordering a Previous Order

1. Select "My Account" at the top right of the site.



2. From the "My Account" page, select "Orders".

My account							
Dashboard	Orders	Downloads	Address Book	Account details	Wishlist	Logout	

3. Select an order to view / re-order.

Order	Date	Status	Total	Actions						
#3163102	February 13, 2023	Pending	\$47.60 for 1 item	PAY	VIEW					
		payment		CANCEL	RE-ORDER					