



RAINFOREST DISTRIBUTION CUSTOMER ORDERING PLATFORM



In your welcome email from our Customer Service team, we outlined how to place an order with Rainforest.

- You can place your orders via email, phone, or on our ordering platform Orders.rainforestdistribution.com
 - (Please confirm the email address you would like to be registered for online ordering access. Once an email has been provided, you will receive a response to your preferred email address to register)
- Our Email: orders@rainforestdistribution.com
- Our Phone: 201-683-7953
- Your Customer Ordering Platform password can be reset by sending a request to orders@rainforestdistribution.com

[Here we'll outline how to access the ordering platform, log in, and submit an order.](#)

Soon after you provide us with the email address you want to use for the ordering platform, you'll receive an email from **DoNotReplay@pepperi.com** with your credentials to create your account, a temporary password and a link to Orders.rainforestdistribution.com (see "Rainforest App here!")

Your credentials for our B2B App > Inbox

 DoNotReplay@pepperi.com <DoNotReplay@pepperi.com>
to me ▾


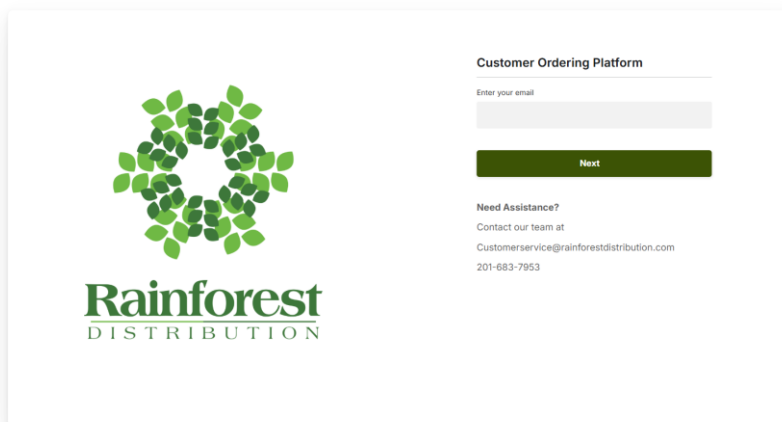
Dear buyer,

You got this email because either:

- You are a new client
- Or you have reset your password

Your new password: XXXXXXXXXX

Login into [Rainforest App](#) here!



Ordering Basics:

1. Go to **Rainforest Distribution Customer Ordering Platform** and enter your email and password.
 - a. [Orders.rainforestdistribution.com](https://orders.rainforestdistribution.com)
 - b. When your account was created in Peppery, you should have received an email with a link prompting you to log in and create a new password. If you need your account reactivated, email CS at orders@rainforestdistribution.com.

Log in

[← Back to \[REDACTED\]@gmail.com'](#)

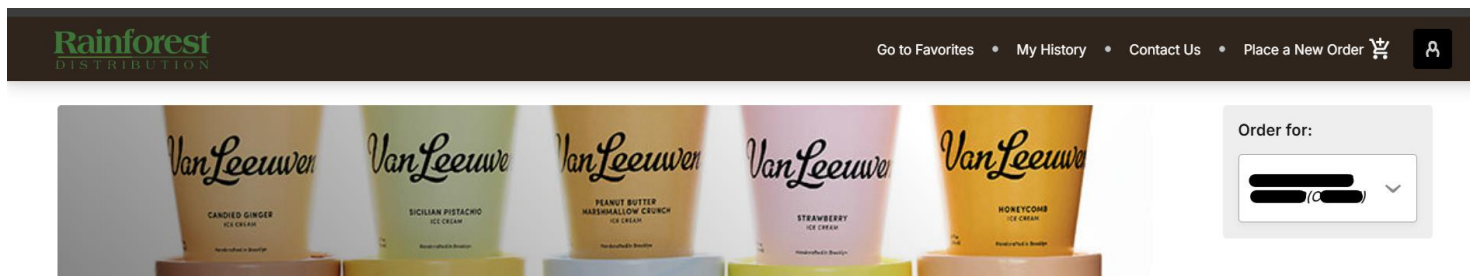
Type your password

[Forgot password?](#)

Keep me logged in

By clicking Log in, you agree to our [privacy policy](#) & [cookies policy](#)

2. On the opening page you have several options along the top banner.
 - a. Go to Favorites
 - b. My History
 - c. Contact us
 - d. Place an Order, your “cart” icon, and my account icon



3. You also will see the following easy click through links to various catalog filters
 - a. New Items and Seasonal Items
 - b. Rainforest Top 150
 - c. Refrigerated Catalog
 - d. Refrigerated Catalog
 - e. Frozen Catalog
 - f. Promotions



View the Rainforest Catalog and Place a New Order

On every page you have the “Place a New Order” option on the top banner.

1. “Place a New Order” leads you to the catalog listing page
 - a. Your Business Partner code and Name along with your credit limit, balance, and available delivery days are listed
 - b. Also, “Delivery Date” where you will select the date
2. Here you will find All the items available to your account
3. The default view is the product image with some key attributes and pricing.

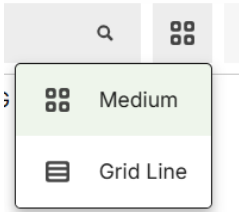
3586 results

All Search... Total Sum: \$0.00 Cart

BP Code: [REDACTED] BP Name: [REDACTED]
 Credit Limit \$ 0.00 Balance \$ 0.00
 Available Delivery Days: DDD:M_Act:T DeliveryDate: [REDACTED]
 On Hold N

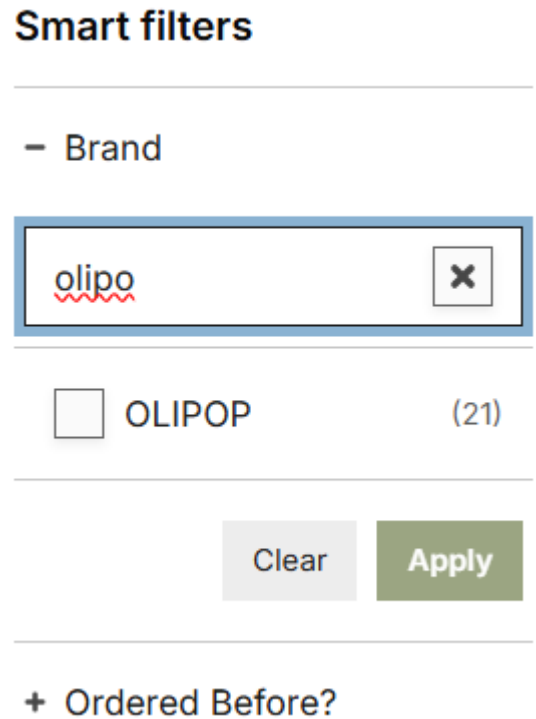
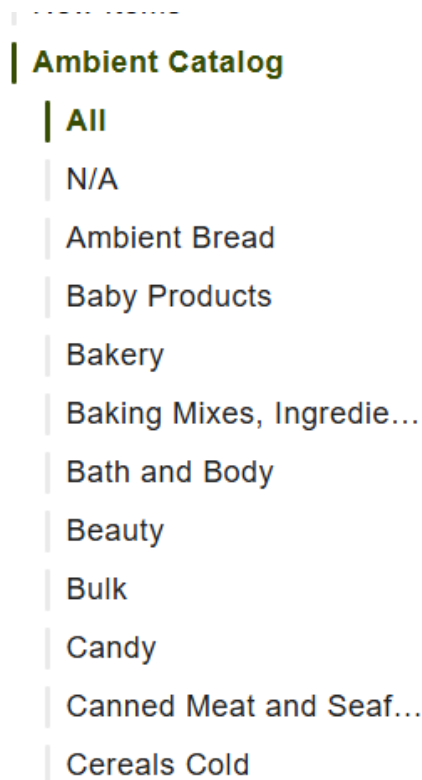
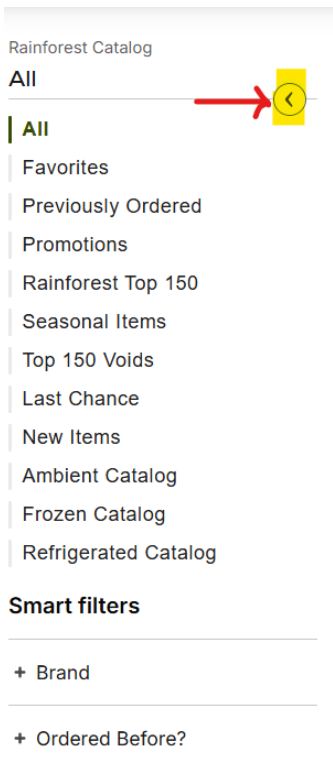
| | | |
|--|--|--|
| | | |
| 478104 OLIPOP | 478101 OLIPOP | 478109 OLIPOP |
| Classic Root Beer (12 × 12oz) | Vintage Cola (12 × 12oz) | Classic Grape (12 × 12oz) |
| Available: 2171 | Available: 1478 | Available: 1553 |
| UOM: OUNCE Pack Size: 12 | UOM: OUNCE Pack Size: 12 | UOM: OUNCE Pack Size: 12 |
| Shelf Life (Days): 270 UPC: 860439001067 | Shelf Life (Days): 270 UPC: 860439001005 | Shelf Life (Days): 270 UPC: 860003223390 |
| \$18.72 | \$18.72 | \$18.72 |

- To change this view from larger item images to a list format, select the icon with 4 boxes and select “Grid Line”



| Item Info | Favorite | Image | Item code | UPC | In Stock Qty | Committe... | Available ... | Name | Unit Price | Unit Quantity |
|-----------|----------------------------------|-------|-----------|-------------|--------------|-------------|---------------|-------------------------------|------------|--------------------------------|
| ☰ | <input checked="" type="radio"/> | | 478101 | 86043900... | 1,525 | 47 | 1,478 | Olipop - Vintage Cola (12 ... | \$ 18.72 | <input type="text" value="0"/> |
| ☰ | <input type="radio"/> | | 478109 | 86000322... | 1,575 | 22 | 1,553 | Olipop - Classic Grape (12... | \$ 18.72 | <input type="text" value="0"/> |

- To filter the Rainforest Catalog, select the < on the left side of your screen and a list of available filters appears.
 - By selecting **Ambient**, **Frozen**, or **Refrigerated** you then have a list of categories within that catalog listing to help narrow down your search.
 - Smart filters are also available – filter by Brand and Ordered Before?



6. Once you have found the item you want, to add it to your order select the “+” or enter a quantity and it will add to your cart.

| Name | Unit Price | Unit Quantity |
|-----------------------------------|------------|---------------|
| Olipop - Vintage Cola (12 × 12oz) | \$ 18.72 | - 0 + |

| | | |
|--------------------|---|--------|
| Total Sum: \$18.72 | ☰ | Cart 🛒 |
|--------------------|---|--------|

7. Once all items have been selected click on the “Cart” icon, it will bring you to the “Submit” page. Here you will
 - a. Select your Delivery Date – if you are unsure of what day of the week to enter, confirm with RF CS - required.
 - b. Enter a PO# if needed/necessary - optional
 - c. Add an additional email address, one other than the one assigned to your RF Pepperi login, if you want another email order confirmation – optional

8. Then select “Submit”

| ← Continue ordering | 1 result | Total: \$18.72 | ☰ | Submit | | | | |
|--|------------|----------------|--------|--------------------------|-----------|----------------------|------------------|------------------|
| Delivery Date | | | | | | | | |
| Customer PO # | | | | | | | | |
| <input checked="" type="checkbox"/> CC Customer on Order Confirmation? | | | | | | | | |
| Customer Email: | | | | | | | | |
| # Lines 1.00 | | | | | | | | |
| Total Cases 1.00 | | | | | | | | |
| <input type="checkbox"/> | Item Image | Item Code | Brand | Description | Order Qty | Original Price (...) | Applied Disco... | Final Unit Price |
| | | 478101 | OLIPOP | Vintage Cola (12 × 12oz) | - 1 + | \$ 18.72 | 0 | \$ 18.72 |

9. Your Order Details page will then populate
 - a. Double check that you entered the correct date/day of the week for the Delivery Date.
 - b. Enter any Remarks
 - c. The Billing and Shipping address will automatically populate.

10. Then select “Continue”

Cancel

Continue

* Delivery Date

11/27/2024



Remark



PO Number

Account Name

Order ID

11. You will receive an email confirmation with your order attached.

12. To view your order(s), select “**My History**” from the top banner. A list of orders will populate.

- a. The “Order Status” = “**Submitted**” if the order was successfully submitted to Rainforest
- b. If the “Order Status” = “**In Creation**”, you can reopen the order, continue shopping and then “Submit” and “Continue” when finished.

In the Last 6 Months 86 results

Search... Total Sum

| <input type="checkbox"/> | ID | SAP ID | SAP Co... | Type | Action Time | Account Name | User Name | Order Status | SAP Sta... | Grand To... |
|--------------------------|---------------------------|--------|-----------|----------------------|---------------------|--------------|----------------|--------------|------------|-------------|
| <input type="checkbox"/> | 407423874 | | | Sales Order With ... | 11/19/2024 3:54 ... | | Brian Parrot - | Submitted | | \$12.20 |