How-to Schedule a Delivery Appointment

Beginning September 1, the scheduling process will change when ordering food to be delivered from Connecticut Foodshare. All agencies that receive a delivery now have a “standing appointment,” which means that their appointment will occur on the **same day and time each week**.

You can select your agency’s appointment **BEFORE** or **AFTER** you add items to your shopping cart.

From the “Shopping List” or the “Order Options” tab, select “Check Out”

Go to “My Appointment”

From the Date field select an available date

Your agency’s assigned appointments will be highlighted in green

From the time field select the available time.

There is a limited range of how far in advance appointments may be scheduled. Please refer to the Online Ordering Schedule.

Don’t forget to **SUBMIT** your order after you have added all items to your shopping cart.