



Palama Holdings LLC – Ecommerce Guide

Rev. 2018.05.10

Welcome

Welcome to the H&W Foodservice Ecommerce site. From this site, you have complete access to your account with us. You can place orders, review your ordering and accounting history, and maintain your online account profiles and settings. If at anytime you need assistance, do not hesitate to give us a call or send us an email. We are here to support you.

The site can be accessed using the ORDER ONLINE link from our website at <http://www.hwfoodservice.com> or directly at orders.hwfoodservice.com.

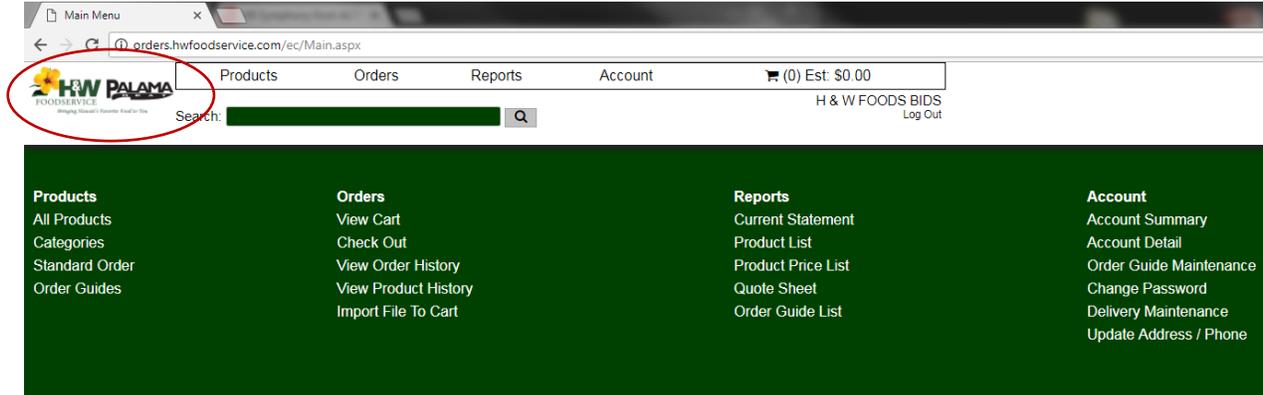


E-Commerce Log In Screen



To Log In, enter your username, (HW+account number) and password. Please remember that passwords are case sensitive. H&W Foodservice will provide a temporary password upon the creation of your account. Please create your own password when you log in for the first time (See pg. 7).

Ecommerce Main Page



The main page is broken into two navigational zones and a central information zone. The top menu remains in all windows to make navigation through the site quick and easy. The lower menu items only appear on the Main Menu page. The central information zone offers a quick summary of your existing open shopping cart. The site offers the following functions as listed in the lower menu.

Products



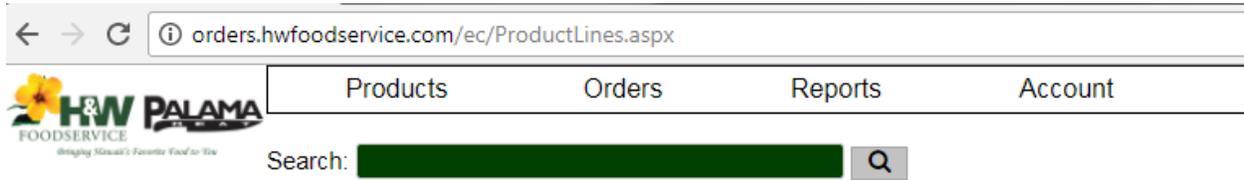
The screenshot shows the 'Products' page of the H&W Palama website. The page features a navigation bar with 'Products', 'Orders', 'Reports', and 'Account' links. A search bar is present, and the user's account information shows '(0) Est: \$0.00'. The main content area displays a table of products with columns for Code, Product, Brand, In Stock, Last Sale Price, Last Sale Date, Pack By, Price, Quantity, and U/M. The table lists various food items such as 'BF CLODS CH CHL / 1752', 'BF CLODS CH FRZ', and 'BF CHUCK EYE ROLLS CH CHL'. The page also includes pagination controls and an 'Update Cart' button.

Code	Product	Brand	In Stock	Last Sale Price	Last Sale Date	Pack By	Price	Quantity	U/M
100306-1	BF CLODS CH CHL / 1752	NATIONAL	13.00 CS	0.00		3 / 24.5 LB AV	3.1531/LB		CS
100308-2	BF CLODS CH FRZ	IBP	0.00 CS	0.00		3 / 30 LB AV	1.3260/LB		CS
100406-1	BF CLODS TRIMMED 1/4" CH CHL	NATIONAL	0.00 CS	0.00		1 / 70 LB AV	3.2831/LB		CS
100601-1	BF CHUCK EYE ROLLS CH CHL	EXCEL	0.00 CS	0.00		3 / 73 LB AV	4.5390/LB		CS
100601-2	BF CHUCK EYE ROLLS FRZ	EXCEL	0.00 CS	0.00		3 / 73 LB AV	4.59/LB		CS
100606-1	BF CHUCK EYE ROLLS CH CHL / #1422	NATIONAL	57.00 CS	0.00		3 / 25 LB AV	4.4561/LB		CS
100607-1	BF CHUCK EYE ROLLS CH CHL	SWIFT	0.00 CS	0.00		3 / 25 LB AV	3.7417/LB		CS
100706-1	BF CHUCK TENDERS CH CHL	NATIONAL	0.00 CS	0.00		5 / 6 PC	3.8569/LB		CS
100806-1	BF BRISKETS BNLS 9UP CH CHL / #7122	NATIONAL	159.00 CS	0.00		5 / 14 LB AV	3.6249/LB		CS
100928-1	BF BRISKET B/IN NR CHILL (W/COOL LABEL)	JOBBERS	0.00 CS	0.00		1 / 60 LB AV	3.1429/LB		CS
100928-2	BF BRISKET B/IN NR FRZ (W/COOL LABEL)	JOBBERS	0.00 CS	0.00		1 / 60 LB AV	3.0154/LB		CS
101101-1	BF CHUCK FLAPS CH CHILL	EXCEL	0.00 CS	0.00		1 / 60 LB AV	7.0762/LB		CS
101106-1	BF CHUCK FLAPS CH CHL / 1182	NATIONAL	127.00 CS	0.00		1 / 70 LB AV	8.3541/LB		CS
101116-1	BF CHUCK FLAPS SELECT CHL	NATIONAL	0.00 CS	0.00		1 / 64 LB AV	6.7766/LB		CS
101116-2	BF CHUCK FLAPS SELECT FRZ	NATIONAL	0.00 CS	0.00		1 / 64 LB AV	6.8404/LB		CS
102081-1	BF STMSHIP RND 55/65 CHILL	PACKER	0.00 CS	0.00		1 / 50-60 LB AV	5.5526/LB		CS
102106-1	BF ROUND BNLS 2PC CH CHL	NATIONAL	0.00 CS	0.00		1 / 55 LB AV	3.7294/LB		CS
102306-1	BF INSIDE ROUNDS CH CHILL / 6762	NATIONAL	25.00 CS	0.00		3 / 22.5 LB AV	3.1859/LB		CS
102306-2	BF INSIDE RND S CH FRZ (R)	NATIONAL	0.00 CS	0.00		1 / 68 LB AV	2.9644/LB		CS
102308-1	BF INSIDE ROUNDS 22 UP CH	IBP	0.00 CS	0.00		3 / 23 LB AV	5.0362/LB		CS

The product pages are the foundation of all order processing. Products can be selected for ordering from any products page by entering the desired quantities in the quantities box on ANY product Page. The system provides the below listed Product Pages.

On any of the below listed product pages, you can define the sort order as well as the number of items per page.

- All products – If your Sales Team Professional has given you access to our entire catalog, you can access it here. If you are purchasing from the main catalog, and these products are not on your pre-defined Standard Order, you will be charged full MSRP upon check out. Please speak with your Sales Team Professional for more details.
- Categories – A list of items by category. This function is accessible for both the entire catalog and your Standard Order.



All Products ▾ BEEF ▾ All Sub-Categories ▾

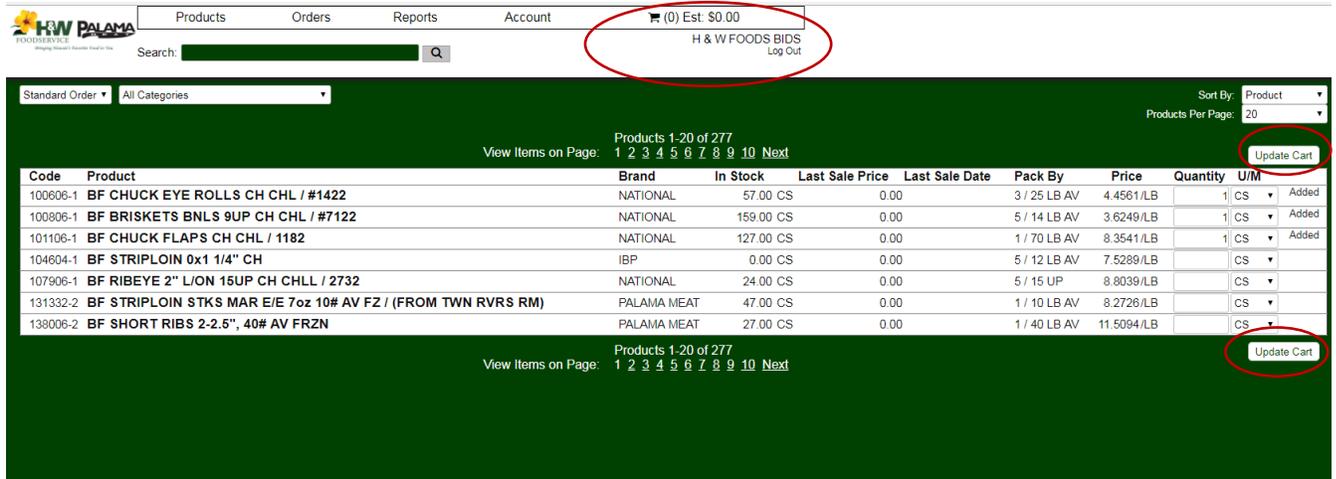
All Categories
main category
BEEF
BEEF PROCESSED
CHICKEN
CHICKEN PROCESSED
DUCK
DUCK PROCESSED
TURKEY
TURKEY PROCESSED
PORK
PORK PROCESSED
BACON
FRANKS, SAUSAGES & DELI MEATS
OTHER PROTIEN
SEAFOOD
FROZEN GROCERY
CHILL GROCERY
DAIRY
DRY GROCERY

View Items on Page:

Code	Pr	Brand
100306-1	BF	NATIONAL
100308-2	BF	IBP
100406-1	BF	NATIONAL
100601-1	BF	EXCEL
100601-2	BF	EXCEL
100606-1	BF	1422 NATIONAL
100607-1	BF	SWIFT
100706-1	BF	NATIONAL
100806-1	BF	#7122 NATIONAL
100928-1	BF	BRISKET B/IN NR CHILL (W/COOL LABEL) JOBBERS
100928-2	BF	BRISKET B/IN NR FRZ (W/COOL LABEL) JOBBERS
101101-1	BF	CHUCK FLAPS CH CHILL EXCEL
101106-1	BF	CHUCK FLAPS CH CHL / 1182 NATIONAL
101116-1	BF	CHUCK FLAPS SELECT CHL NATIONAL
101116-2	BF	CHUCK FLAPS SELECT FRZ NATIONAL
102081-1	BF	STMSHIP RND 55/65 CHILL PACKER

- Standard Order – This is a pre-defined list of products your Sales Team Professional has selected for you. Each product on the Standard Order has a pricing structure negotiated between you and your Sales Professional.
- Order Guides – These are user defined shopping lists created from your existing Standard Order. You can create as many Order Guides as you would like.

How to place an Order



Products Orders Reports Account **(0) Est: \$0.00**
H & W FOODS BIDS
Log Out

Search:

Standard Order | All Categories | Sort By: Product | Products Per Page: 20

View Items on Page: Products 1-20 of 277
1 2 3 4 5 6 7 8 9 10 Next

Code	Product	Brand	In Stock	Last Sale Price	Last Sale Date	Pack By	Price	Quantity	U/M	
100606-1	BF CHUCK EYE ROLLS CH CHL / #1422	NATIONAL	57.00 CS	0.00		3 / 25 LB AV	4.4561/LB	1	CS	Added
100806-1	BF BRISKETS BNLS 9UP CH CHL / #7122	NATIONAL	159.00 CS	0.00		5 / 14 LB AV	3.6249/LB	1	CS	Added
101106-1	BF CHUCK FLAPS CH CHL / 1182	NATIONAL	127.00 CS	0.00		1 / 70 LB AV	8.3541/LB	1	CS	Added
104604-1	BF STRIPLOIN 0x1 1/4" CH	IBP	0.00 CS	0.00		5 / 12 LB AV	7.5289/LB		CS	
107906-1	BF RIBEYE 2" L/ON 15UP CH CHLL / 2732	NATIONAL	24.00 CS	0.00		5 / 15 UP	8.8039/LB		CS	
131332-2	BF STRIPLOIN STKS MAR E/E 7oz 10# AV FZ / (FROM TWN RVRS RM)	PALAMA MEAT	47.00 CS	0.00		1 / 10 LB AV	8.2726/LB		CS	
138006-2	BF SHORT RIBS 2-2.5", 40# AV FRZN	PALAMA MEAT	27.00 CS	0.00		1 / 40 LB AV	11.5094/LB		CS	

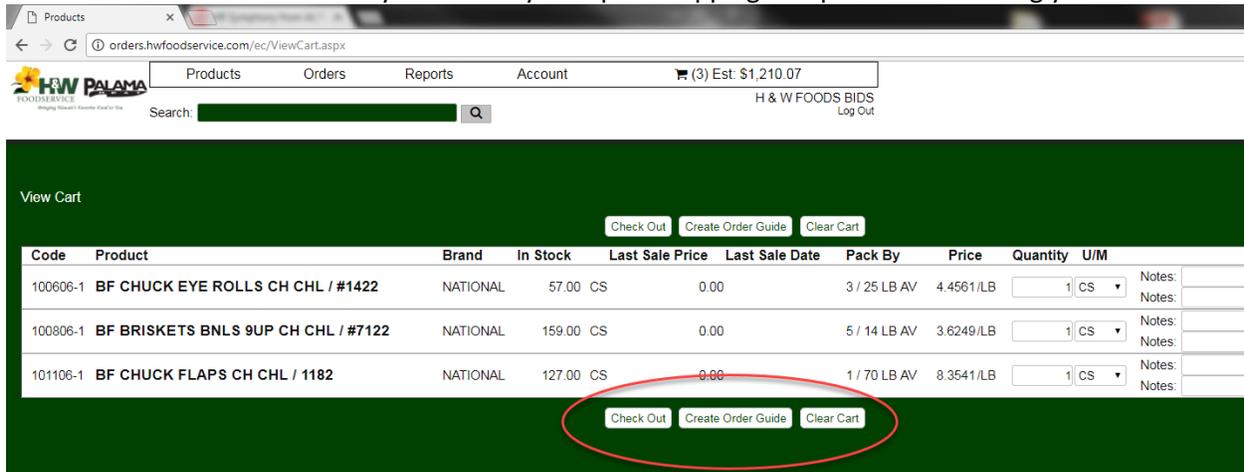
View Items on Page: Products 1-20 of 277
1 2 3 4 5 6 7 8 9 10 Next

An order can be placed from any of the Product Listing pages. Once on a page, each product has a blank box under quantity. Enter the quantity desired in this box and press Enter, you will see “Added” in the last column confirming that your quantity entered was Added to your order. Once done entering quantities click on “UPDATE CART” button at the top or bottom of the order listing. Once “UPDATE CART” clicked you will see your estimated cost at the top of the page next to the cart icon.

When you are ready to check out, click on the cart at the top of the page and you will be able to view all that is in your cart. You are able to “Check Out”, “Create Order Guide”, or “Clear Cart”.

Orders

- View Cart – This allows you to view your open shopping cart prior to submitting your orders.



Products Orders Reports Account **(3) Est: \$1,210.07**
H & W FOODS BIDS
Log Out

Search:

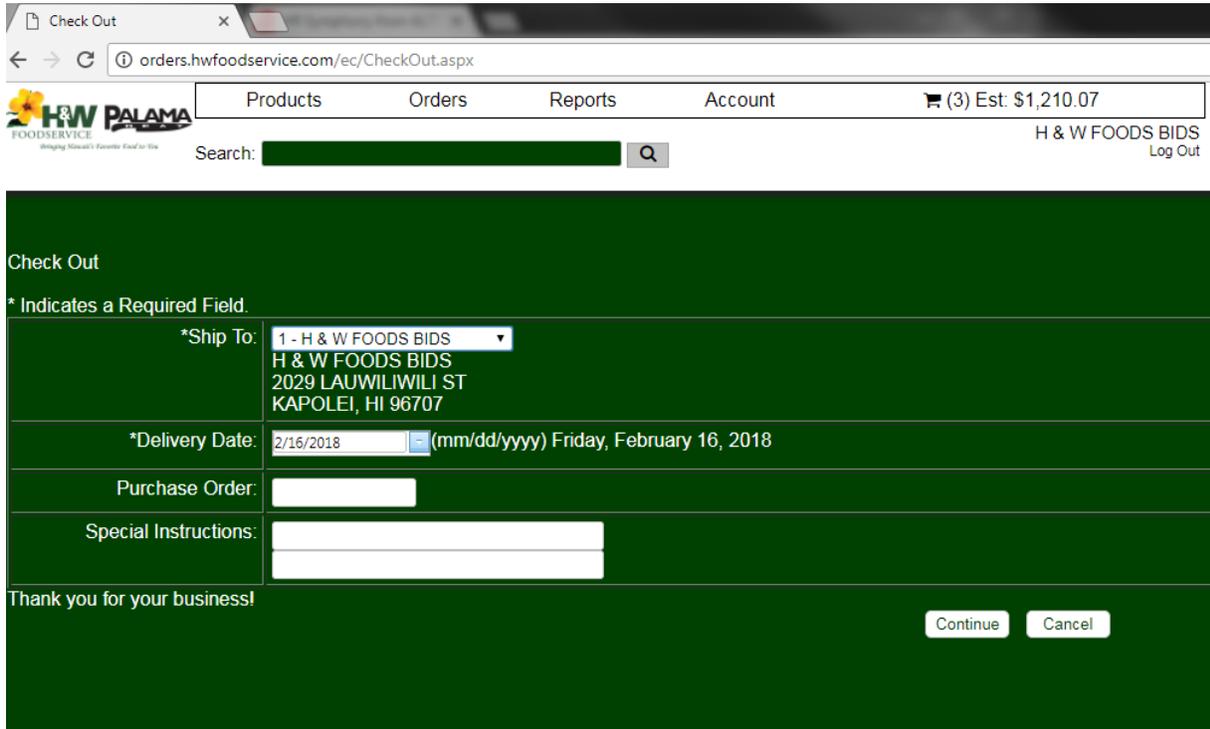
View Cart

Check Out Create Order Guide Clear Cart

Code	Product	Brand	In Stock	Last Sale Price	Last Sale Date	Pack By	Price	Quantity	U/M	Notes:
100606-1	BF CHUCK EYE ROLLS CH CHL / #1422	NATIONAL	57.00 CS	0.00		3 / 25 LB AV	4.4561/LB	1	CS	Notes:
100806-1	BF BRISKETS BNLS 9UP CH CHL / #7122	NATIONAL	159.00 CS	0.00		5 / 14 LB AV	3.6249/LB	1	CS	Notes:
101106-1	BF CHUCK FLAPS CH CHL / 1182	NATIONAL	127.00 CS	0.00		1 / 70 LB AV	8.3541/LB	1	CS	Notes:

Check Out Create Order Guide Clear Cart

- **Check Out** – This allows you to check out all items in your open shopping cart. Default delivery date will be next day if order is entered before 4:00 p.m. You may schedule delivery for a future date if needed.

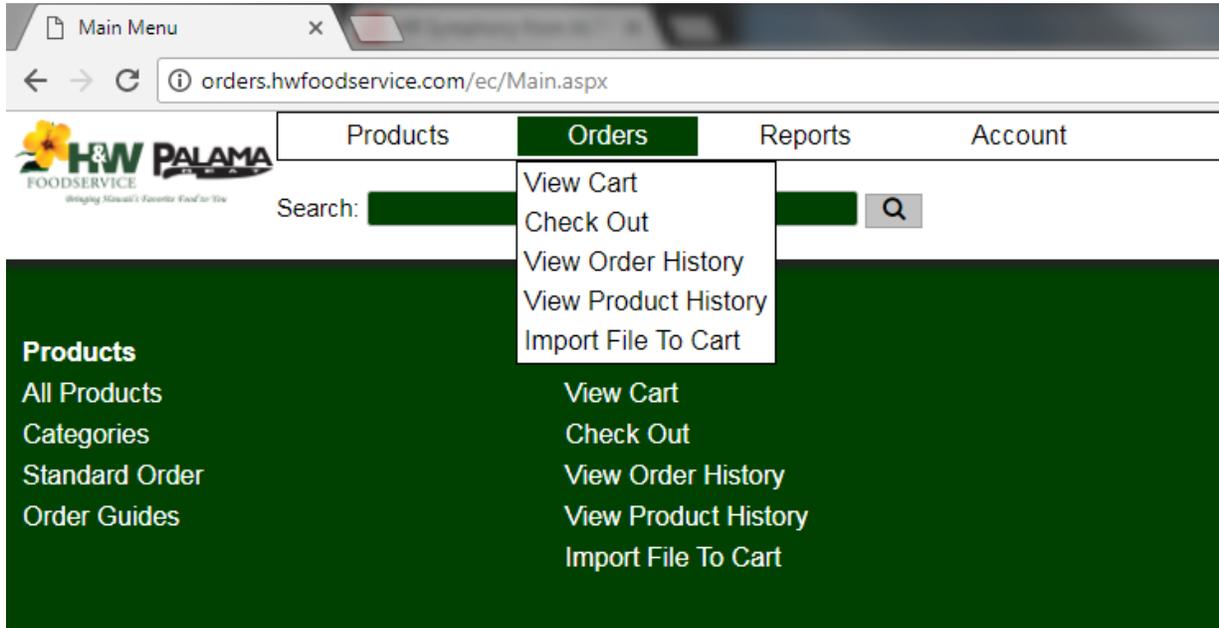


The screenshot shows a web browser window with the URL `orders.hwfoodservice.com/ec/CheckOut.aspx`. The page header includes navigation links for Products, Orders, Reports, and Account, along with a shopping cart icon showing (3) items for an estimated total of \$1,210.07. A search bar is present with the text "Search:" and a magnifying glass icon. The main content area is titled "Check Out" and includes a note: "* Indicates a Required Field." The form contains the following fields:

- *Ship To:** A dropdown menu showing "1 - H & W FOODS BIDS" with a downward arrow. Below it, the address is displayed: "H & W FOODS BIDS", "2029 LAUWILIWILI ST", "KAPOLEI, HI 96707".
- *Delivery Date:** A date picker showing "2/16/2018" and the text "(mm/dd/yyyy) Friday, February 16, 2018".
- Purchase Order:** An empty text input field.
- Special Instructions:** Two empty text input fields stacked vertically.

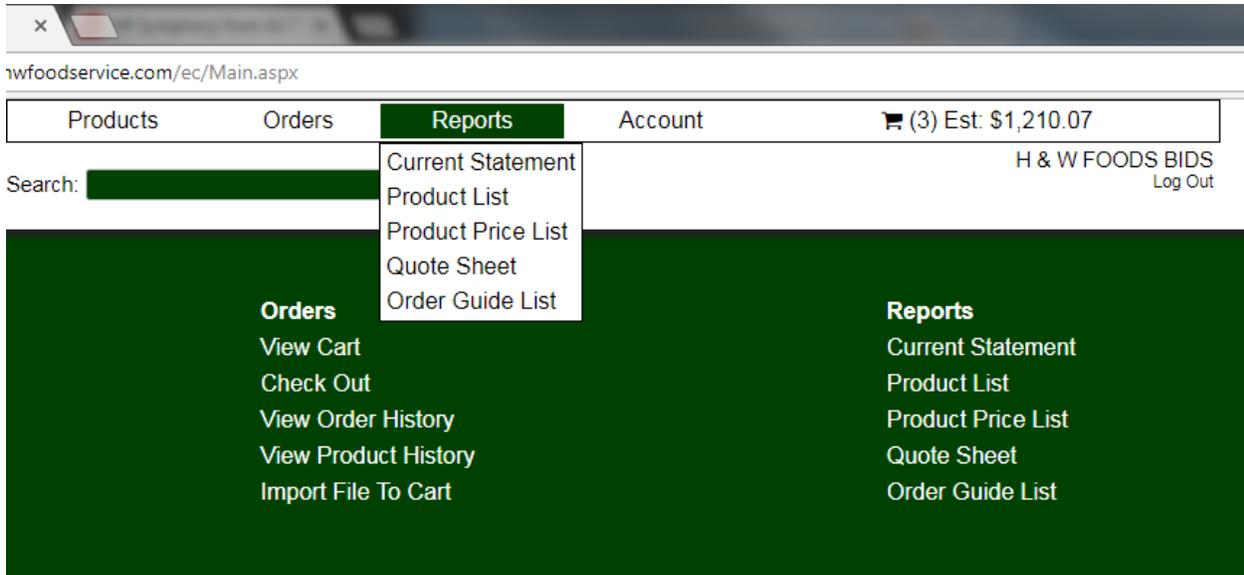
At the bottom of the form, there is a message "Thank you for your business!" and two buttons: "Continue" and "Cancel".

- **View Order History** – This allows you to view all orders placed in your account. You will have access to all orders placed with H&W Foodservice including Ecommerce and Telephone orders.
- **View Product History** – This will give you a summary of all products ordered listed by product.



The screenshot shows a web browser window with the URL `orders.hwfoodservice.com/ec/Main.aspx`. The navigation menu includes **Products**, **Orders** (highlighted), **Reports**, and **Account**. A search bar is visible. The **Orders** dropdown menu is open, listing the following options: **View Cart**, **Check Out**, **View Order History**, **View Product History**, and **Import File To Cart**. The main content area is dark green with white text, showing a **Products** section with links for **All Products**, **Categories**, **Standard Order**, and **Order Guides**.

Reports

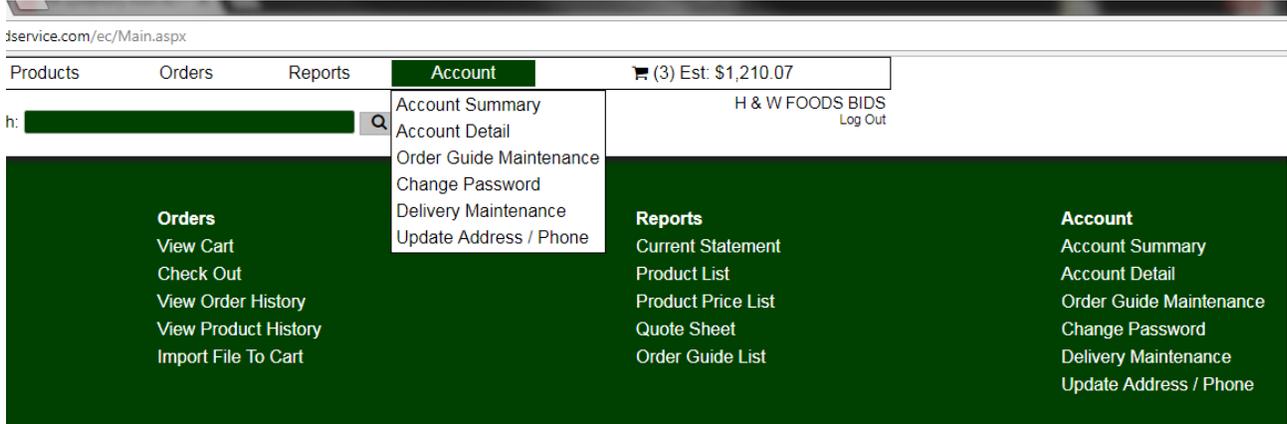


The screenshot shows the same website with the **Reports** menu item highlighted in the navigation bar. The **Reports** dropdown menu is open, listing: **Current Statement**, **Product List**, **Product Price List**, **Quote Sheet**, and **Order Guide List**. The **Orders** section in the main content area is visible, listing **View Cart**, **Check Out**, **View Order History**, **View Product History**, and **Import File To Cart**. The **Reports** section in the main content area lists **Current Statement**, **Product List**, **Product Price List**, **Quote Sheet**, and **Order Guide List**. The top right of the page shows a shopping cart icon with **(3) Est: \$1,210.07** and a **Log Out** link.

- **Current Statements** – A list of all currently open invoices.
- **Product List** – A report of all products including H&W Foodservice product number, pack information, and UPC Data for which you can order using the Ecommerce site.
- **Product Price List** – Provides a current price list for all items on your Standard Order. Will also provide the MSRP for all other items you have access to.
- **Quote Sheet** – Non Functional

- Order Guide List – Displays a list of all items assigned to all Order Guides you have created.

Account



hservice.com/ec/Main.aspx

Products Orders Reports **Account** (3) Est. \$1,210.07

h:

H & W FOODS BIDS
Log Out

Orders	Reports	Account
<ul style="list-style-type: none"> View Cart Check Out View Order History View Product History Import File To Cart 	<ul style="list-style-type: none"> Current Statement Product List Product Price List Quote Sheet Order Guide List 	<ul style="list-style-type: none"> Account Summary Account Detail Order Guide Maintenance Change Password Delivery Maintenance Update Address / Phone

- Account Summary – Provides a financial overview of your account.
- Account Detail – Will display account detail which includes invoice date, due date, reference number, initial amount of the invoice, ending invoice amount (which includes any kind of adjustments made), a running total of the account balance, number of days aged and any remarks that might have been added on any given invoice. You can define the number of items per page from 10-250. Each column can be sorted by clicking on the header.
- Order Guide Maintenance – Allows you to create, delete, and edit Order Guides. You can also create an Order Guide from an existing shopping cart prior to check out.
- Change Password – Change your account password.
- Delivery Maintenance – Allows you to create/edit any number of delivery address for your account.
- Update Address & Phone – Allows you to update the Address on the master account.

Contact Us

If you have questions or need assistance you reach us at the contacts below.

- Telephone (808) 682-8300
- Email inquiry@hwfoodservice.com
- Website www.hwfoodservice.com
- Ecommerce orders.hwfoodservice.com