

Agency Market Guide

General Information

Process Title:	Agency Market Portal Guide
Department:	Agency Services (Partners & Programs)

Process Overview

1. Description

This document consolidates all how-to guides for the Agency Market Portal into a single reference, giving users easy access to instructions for completing tasks within the portal.

2. Purpose

The purpose of this document is to provide users with a centralized resource for the Agency Market Portal, ensuring they have clear and accessible guidance when completing tasks within the portal.

3. Related Documents

How-To Guides

1. How to Place a Pickup Order

- <https://smfbpartner.org/wp-content/uploads/2026/06/HowTo-Create-a-Pickup-Order.pdf>

2. How To Update or Cancel an Order

- <https://smfbpartner.org/wp-content/uploads/2026/07/How-To-Update-or-Cancel-an-Order-External.pdf>

3. How To View Invoices

- <https://smfbpartner.org/wp-content/uploads/2026/06/ViewTransaction-Invoice.pdf>

3. How to View Returns

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- https://smfbpartner.org/wp-content/uploads/2026/06/ViewTransaction-Returns.pdf	
5.	How To View Order History - https://smfbpartner.org/wp-content/uploads/2026/06/ViewTransaction-Order-History.pdf
6.	How To View a Statement - https://smfbpartner.org/wp-content/uploads/2026/06/ViewStatement-1.pdf
7.	How To Update Your Password - https://smfbpartner.org/wp-content/uploads/2026/06/Updatepassword.pdf
8.	How To Pay - https://smfbpartner.org/wp-content/uploads/2026/07/How-toPay-External.pdf

