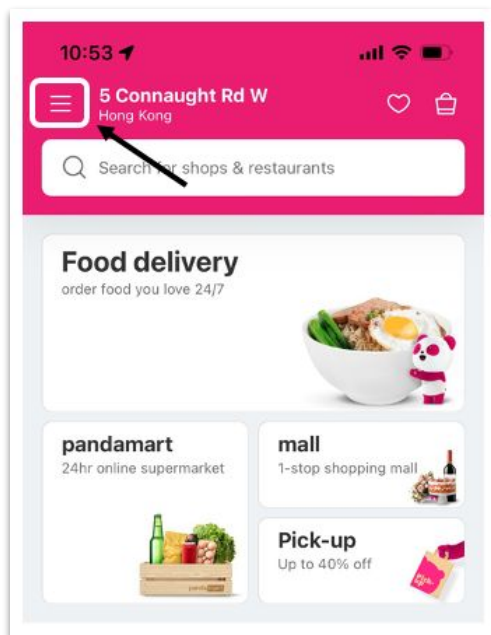




Mobile Ordering Guide



Start ordering food on foodpanda mobile!



1

Login to foodpanda App / ordering platform (Website: <https://www.foodpanda.hk>)


2

Click the  "More" and click "login" on Top Left Corner of front page

3

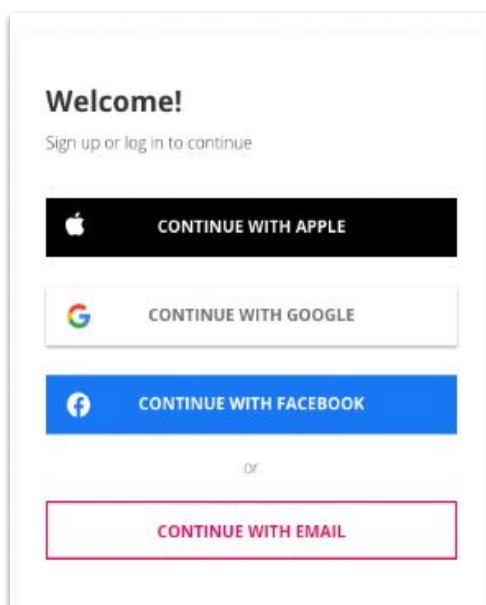
Click the "Continue with email" and enter your registered email address & password

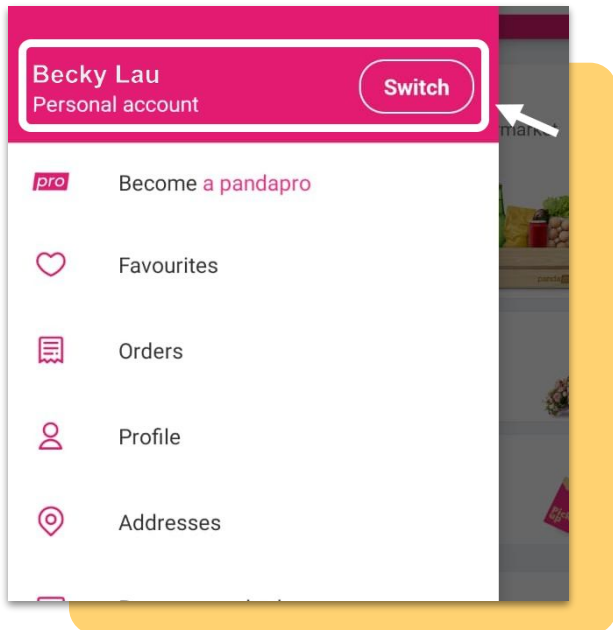
4

After login successfully, please select  "More" ,and click "switch"

5

Please select "company name" (**NOT Personal**)





6

Input your address for delivery / pick-up and click restaurant/ pandamart/ mall

7

Choose vendor or use search and filter bar for quick searching.

8

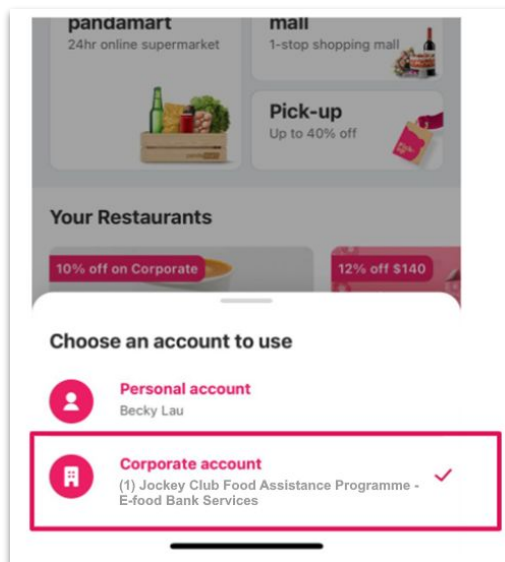
Add the items to your cart and click the selected item to add special instructions for that meal (e.g. No onion in salad etc) if needed.

9

Click “**View Cart**” and reconfirm ordered foods & allowance balance

10

Select the delivery date & time and fill in the completed delivery address, then click “**Submit**”



Before clicking “**Place order**”, please **review** the orders carefully again



*If you use the **allowance successfully**, the order will show the **allowance** as below:

The screenshot displays the Foodpanda business app interface. At the top, it shows the delivery time as 'ASAP (25min)'. Below this, the order items are listed: 6 units of 'Vitasoy - Calcium Plant Sterol Soya...' for a total of HK\$ 167. The order summary on the right shows a subtotal of HK\$ 167.4, a delivery fee of HK\$ 23.0, and an allowance of -HK\$ 190.4, resulting in a total of HK\$ 0.0. A 'Place order' button is visible. At the bottom, the remaining allowance is shown as HK\$ 809.6.

Item	Quantity	Price
Vitasoy - Calcium Plant Sterol Soya...	6	HK\$ 167
Subtotal		HK\$ 167
Delivery fee		HK\$ 23
HK\$ 82.6 more to free delivery		
Allowance		- HK\$ 190.4
Total		HK\$ 0.0
Remaining allowance		HK\$ 809.6

Customer Service Support

If you have any problems with the ordering process, please contact the corporate customer services team at corporates@foodpanda.hk or call Corporate CS Hotline at 2456 5306 for assistance.



Corporate Customer Services Team Operation Hour
Weekday (Mon - Fri): 8:00 a.m. - 9:30 p.m.
Weekend (Sat & Sun) + Public Holiday: 10:30 a.m. - 2:30 p.m.

Out of the operation hour, you can ask for the support from our **"LIVE CHAT"**.