

Setting up your login/password

On entering the portal, you will need to create a password and confirm the same password before clicking 'Change Password'. This will give you access to this year's contract. Grower passwords from last year must also be reset for this year.



To login at any time

Once you have set your password, you can login at any time by simply entering your PPin number and the password you set up. Click the "I've lost my password" link if you can't remember the password you created to set a new one.





Confirm your packhouse

You will need to confirm if the packhouse we have for you is correct.

If the packhouse we have listed for you is incorrect, click "Incorrect" and one of our representatives will contact you – at this stage you won't be able to progress to your contract until we have updated your details with the correct packhouse.





Online Agreement Submission

Step I. Check your details

Once logged in, you will be see the online contract form. Most of your details will be already pre-populated, we just need you to check to ensure that they are correct and update details where necessary.

The form requires each and every field filled to be in, if you leave a field blank you won't be able to submit the form.

(For non-export growers, please use <u>1</u> for Est. Export Trays)

Once you have ensured everything is correct and ALL orchard details are filled in, you can then to click "Update Details".

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At any time, you can access the pool payment schedule and Primor export agreement for the season by clicking on the thumbnails at the top right of the form.



Step 1 → Check all your details are correct

Supplier De	etails		Financial Details				
Name			GST No.	XXX-XXX-XXX			
			Bank A/C Name				
			Bank A/C No.	XXX-XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
Postal Address		11					
Phone (home)							
Phone (work)							
Phone (mobile)							
Receive Texts	Allow Disallow						
	From time to time Primor may send you text notifications (e.g. payment alerts).						
Fax							
Email							
Email 2							
Orchard De	tails						
Orchard Owner			Orchard GPS Coord	linates			

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			Latt	E.g -36.863497
Physical Address		1.	Long	E.g 174.759644
Canopy Hectares				
Contact Person for	Management Decisions			
Name				
Mobile				
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Update Deta	ils			



Step 2. Read your 2020 Export Avocado Agreement Document

Step 3. Read and accept Primor's Terms and Conditions

Step 2 and Step 3 will self check AFTER you have opened and viewed the Export Avocado Agreement and the Terms and Conditions.

Step 4. Confirm all details above are correct

After you have checked all your details, you need to click the check box here.

Step 5. Submit your agreement

Click 'Submit Supply Agreement' and you have now completed this year's contract submission.

Step 2 → Read your 2020 Export Avocado Agreement Document

*The Export Avocado Agreement and Terms and Conditions tick boxes are not clickable. These will auto-fill once you have opened and viewed the document.

I have read and understand the Primors 2020/2021 Export Avocado Agreement (Click to open and view. Please return to this page when you are done and move to Step 3)

Step 3 → Read and accept Primor's Terms and Conditions

I have read and accept Primors terms and conditions (Click to open and view, Please return to this page when you are done and move to Step 4)

Step 4 → Confirm all details above are correct

 \blacksquare I confirm my details above are up to date and correct (click the tickbox to confirm)

Step 5 → Submit your agreement

