The 12th Can PantrySOFT™ Instructions

Signup & Registration

1. Visit the 12th Can’s PantrySOFT™ link at:
   https://app.pantrysoft.com/login/12thcan

2. To make a new account, click on “Sign Up”

3. Fill in the required information including first and last Name, username, email, and password. Make sure to sign up using a TAMU email address and choose a password that includes both upper and lowercase letters and at least one number.
4. Fill out the registration form and the corresponding registration information.
REGISTRATION DUE

Primary Household Member Information

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
(2) fax: (202) 690-7442; or
(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

First Name *

12th

Middle Name

G

Last Name *

Man

Age *

21

Gender
5. Fill out the contact information. Provide a phone number to opt into SMS Texts for Appointment reminders.

6. Add household members by clicking on the person icon or remove family members by clicking on the trash icon.
7. Please report the registering household’s total monthly income.

<table>
<thead>
<tr>
<th>Household Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Income</td>
</tr>
<tr>
<td>Monthly Income</td>
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</table>

Income Sources

8. Select any assistance that the household or any of its members receives.

Registration Questions

Please Select Any Assistance You Receive:
- Supplemental Nutrition assistance Program (SNAP)
- Temporary Assistance for Needy Families (TANF)
- Supplemental Security Income (SSI)
- National School Lunch Program (NSLP) free or reduced meals

Are You? *
- Other

Age *
- 18-40
9. Review the entered information, sign the after the agreement statements and click save and continue.

By signing below, I certify that:

(1) I am a member of the household living at the address provided in Section 1 and that, on behalf of the household, I apply for USDA Foods that are distributed through The Emergency Food Assistance Program;

(2) all information provided to the agency determining my household’s eligibility is, to the best of my knowledge and belief, true and correct; and

(3) if applicable, the information provided by the household’s proxy is, to the best of my knowledge and belief, true and correct.

12th Man
Schedule, Edit or Delete a Visit

1. Visit the 12th Can’s PantrySOFT™ link at:  
   https://app.pantrysoft.com/login/12thcan

2. Click on “Login at Texas A&M”

3. View the available appointments listed under “Schedule a Visit” and click the “+” for the preferred appointment time to register.

4. Seeing the page “Upcoming Appointment” for confirmation of appointment. Additionally, an email with the confirmed appointment time and date will be sent to the email used to sign up. To edit or cancel an appointment, click on the respective button.
5. To edit an appointment time, after clicking “Edit Appointment” view the page “Schedule a Visit” to see a list of available appointment times and click on the “+” to register for the new appointment time. An email will be sent to the email address used during signup to confirm the appointment time change.

6. To cancel an appointment, after clicking “Cancel Appointment”, click “Confirm Cancellation.” An email will be sent to the email address used during signup to confirm the cancellation.