



February 8, 2021

Dear Valued Trading Partners:

We are pleased to announce that WinCo Foods is beginning migration to a web-based platform for scheduling inbound appointments via the Capstone Managed Receiving online appointment scheduling system. The system is a web-based Microsoft platform application that can be accessed via computer or smart device. Each individual trade partner will need to register for access to the new system prior to scheduling deliveries. WinCo believes that this transition will make the scheduling of appointments a simpler and cleaner process for both the Vendor and Carrier as well as our WinCo staff.

Our transition plan, beginning with the Pilot location at our **Modesto Distribution Center located at 4400 Crows Landing Rd, Modesto, CA 95358**, will require that effective **February 22, 2021 – 6:00 PM MST** all appointments for deliveries will need to be scheduled using Managed Receiving. **(There will not be any changes to the scheduling process at any other WinCo DC locations at this time.)** Please access the Modesto DC scheduling system through the following URL:

<https://managedreceiving.capstonelogistics.com>

To access the new scheduling application version, please:

1. Complete the registration process by **February 18, 2021** (See instructions below)
2. The site will be available **February 22, 2021 – 6:00 PM MST**. Continue to use the URL: <http://mgdrec.capstonelogistics.com> through **February 21, 2021 before 2:00 PM MST – The site will be unavailable from 2:00 PM to 6:00 pm MST**

Registration Instructions

Please note that “Google Chrome” is the only approved browser for accessing Managed Receiving.

Navigate to URL: <https://managedreceiving.capstonelogistics.com/> and click “Sign up now” to create an account. This is a 2-step verification process. You must enter the verification code provided in the Microsoft email before the “Create” button will become available. After registering, you will select “**WinCo Foods**” as the Partner and “**WinCo Modesto**” as the site to schedule.

You will need to enter the following information to register:

- Email address (a code will be sent to this email during the “verification” process)
- Create a password
- Given name and surname (User’s First Name and User’s Last Name)
- Organization (Your Company’s Legal Name)
- MC or DOT number
- Address
- Telephone #

Please feel free to call 1-800-838-4549 – option 6 if you need assistance.