

## REGARDING YOUR REQUEST FOR ALBERTA HEALTH MATERIALS

There are changes to the ordering process of Alberta Health materials.

These forms can no longer be ordered by fax or email and must now be ordered on-line.

To access the online site, please click here: https://goa.westkey.online/DSF/storefront.aspx

- Click on the LOGIN button
- Enter you Email Address new login ID will be your email address
- Enter your Password to begin your password will be ABCdef123!@# (You will be prompted to change your password during your initial login.)

Please find a User Guide for the new site attached here: https://westkeyprint.com/help/user\_guide.pdf

Unfortunately we will unable to fill requests for product during this transition period but should you have an emergency please contact <a href="mailto:sa.distribution@gov.ab.ca">sa.distribution@gov.ab.ca</a>

Please Note: the GOA Warehouse & Distribution Portal supports the following browsers:

- Internet Explorer 10+
- Google Chrome
- Mozilla Firefox
- Microsoft Edge
- Apple Safari
- Opera

The GOA Warehouse & Distribution Portal will not work on Internet Explorer 7, 8, or 9.

If you require assistance, please contact our Help Desk at **1-800-663-9952** ext. 221, or via email at <u>orders@westkeygraphics.com</u>.