

Here is a little secret -- When Sysco has changes in items codes and a new order guide gets sent (which is only once a week though), items most of the time get their own line in the guide, but when it is the same item, and both old and new item code are listed, you can do one of two things.....

Find the item and if you click on the item line, on the right side both item numbers (the old one and the new one) come up. Choose the new one and you can order it.

Change Order

Store: Broadway Vendor: Sysco - Intermountain Order Date: 2/8/2022 Purchase Order Number: []
 Delivery Date: 2/9/2022 Available Date: 2/9/2022 Status: Placed

Item	Vendor Item	Calc Qty	Qty	Cost	Total Amount	UOM/Case
CL - Detergent Warewash	DETERGENT WAREWASH MCHINE QSR (39320)	0.80	0.00	\$90.4600	\$0.00	4 Bottle / Case
	DETERGENT WAREWASH MCHINE QSR (...)					
	DETERGENT WAREWASH V2 (7192498)					

Option #2 -- Scroll down to the bottom of the order and add a line by click on the blank line and do the same thing, but now it will have its dedicated line item (so technically you could order the new item and the old item on the same order.....)

1001 MultiSurface Cleaning	TOOL CLEANING MULTI SURFACE (3313343)	0.00	0.00	\$208.3300	\$0.00	1 Each / Each
Towel - Grill Red	TOWEL WIPER GRL RED 11.5X13.25 (3324021)	0.00	0.00	\$12.4300	\$0.00	400 Each / Case
Towel - MultiFold	TOWEL MULTIFOLD BLEACHED (4348926)	0.00	0.00	\$43.3200	\$0.00	16 Bundle / Case
Towel - Roll Non-Perf	TOWEL PAPER HARDWND 2 IN CORE (1854249)	0.00	1.00	\$39.6200	\$39.62	12 Roll / Case
Towel - Wiper Blue	TOWEL WIPER BLUE (5053974)	0.00	0.00	\$14.2500	\$0.00	200 Each / Case
Towel - Wiper White	TOWEL WIPER WHT (5053984)	0.00	1.00	\$14.2500	\$14.25	200 Each / Case
Tray - Plastic Black	TRAY PLAS DINING ROOM BLACK (7014437)	0.00	0.00	\$30.1100	\$0.00	24 Each / Case
Tray - Plastic Brown	TRAY PLASTIC DINING ROOM BROWN (4252753)	0.00	0.00	\$29.4300	\$0.00	24 Each / Case
Urinal Screen	URINAL SCREEN LO-SPSH CST BR (4677344)	0.00	0.00	\$32.0300	\$0.00	12 Each / Case
Toy Kid Meal Pack 1	TOY KID KMP & BAG STKR UR STRY (5563582)	0.00	0.00	\$126.7100	\$0.00	250 Each / Case
CL - Detergent Warewash	DETERGENT WAREWASH V2 (7192498)			\$90.4600		4 Bottle / Case
	DETERGENT WAREWASH MCHINE QSR (...)					
	DETERGENT WAREWASH V2 (7192498)					

Let me know if you have any questions or need additional help.. Robert