



How To Push A Girl Scout Cookie Out of Stock

We know that as it gets later and later in the season, cookies might go in and out of stock. While we highly recommend reviewing the [Item Out of Stock Tablet Guide](#) for out of stock instructions, we wanted to help you understand how to fully push a cookie out of stock, since they are linked in various parts of the menu.

Please note that these changes are made using the tablet and will affect your store alone.

- 1) In the tablet, tap the hamburger menu in the top left hand corner → “manage menu.” Click on the menu using the drop-down menu in the top left (if applicable)
- 2) You will need to edit each of the following items, one at a time:
 - a) 3-Packs: Tap 3 pack of that cookie out of stock
 - b) Multi-packs → Try them all: Tap individual cookie box
 - c) Multi-packs → Build Your Own Four Pack: Tap pack of that cookie
 - d) Multi-packs → Build Your Own Five Pack: Tap pack of that cookie
 - e) Multi-packs → Fan Favorites
 - i) LBB: Thin Mints®, Samoas® and Trefoils®
 - ii) ABC: Thin Mints®, Caramel deLites® and Shortbread
 - f) Multi-packs → New Cookies On the Block
 - i) LBB: Lemon-Ups® and Adventurefuls™
 - ii) ABC: Adventurefuls™, Toast-yay!™, and Lemonades®
 - g) Multi-packs → Freezer Favorites
 - i) LBB: Thin Mints®, Adventurefuls™ and Samoas®
 - ii) ABC: Thin Mints®, Adventurefuls™ and Peanut Butter Patties®
 - h) Multi-packs → New Meets Old
 - i) LBB: Adventurefuls™, Lemon-Ups®, Thin Mints® and Samoas®
 - ii) ABC: Adventurefuls™, Toast-yay!™, Thin Mints®, and Caramel deLites®
 - i) Free Cookies: Tap 1 box of that cookie
- 3) To push a cookie out of stock, tap on the name and the option (flavor) as noted in the list above. Tap the toggle on the right to mark it out of stock (to the left, it will go from blue with a check to white)
 - a) You can select the amount of time it will be out of stock
 - b) Then hit “apply”
- 4) If a cookie comes back in-stock ahead of when you expected it to, feel free to follow these steps backwards to bring it back in-stock on your menu.

As always, feel free to reach out to DoorDash support with any pressing issues related to orders as your store is open and selling. Their number is: (855) 973-1040 (press 1 for English or 2 for Spanish, press 3, press 1 for live delivery issues).

You can also always send your questions and concerns to our team: girlscouts@doordash.com.