

The cookies are being delivered - now what? It's time to set-up pickup times for your troops and eBudde can make it easier with their convenient scheduling tool. Especially if you are a larger Service Unit with a large number of troops! Using this tool ensures that troops don't all show up at the same time.

Set your dates and times in eBudde:

- 1. Click on "Delivery" Column (columns on left)
- 2. Click on the "Settings" Tab (across top)
- 3. Click on the "Edit Settings" button

Dashboard	Contacts	Settings	Reports	Signup Sheet	Help Center
Council Cu Delivery Delivery Stations	,	2	Edit Settings	3	
Bottineau (101) Bottineau SU Cupboar (101C)		Settings			
	Name: Bottinea	u	Numl	ber: 101	

- 4. Scroll down to section shown below
- 5. Fill in **Time Allotment** (the amount of time you want to allow per troop to pickup; we recommend 15 minutes).
- 6. Fill in the "Number of Pickup Stations" (meaning troops) you will allow during one time slot.
- 7. Click the "I know the delivery date" box (Date box pops up). Add date Troops will pick up.
- 8. Click the "I know the delivery time" box (Time boxes pops up). Fill in timeframe parameters.
- 9. Scroll to bottom of page and click the "Update" box

4 Time allotment is the number of minutes each troop will have to pickup their order.	Overflow is how many cases you allow per time slot.	Pickup Stations is the number of lines at this Delivery Station (this defaults to 1).	
5 Time allotment: 15 minutes.	Troop Case Overflow: 200	Number of Pickup Stations: 1	
7 I know the delivery date	8	I know the delivery time	
Date: 2025-02-08	f	rom: 9:00am until: 4:00pm	
9 Update		Cancel	