

Troop-to-Troop Transfers

In order to help with troop inventory control, troops can transfer product to another troop via eBudde's **Transactions** tab. Troops will want to make sure they also have each party sign a receipt.

Note: only the troop “giving away” product should enter the transaction—not both troops. Transactions should be entered right away.

- Click the **TRANSACTIONS** tab.
- Select **+ADD**. A new window appears.
- Click **Troop**.
- Enter the 5-digit number of the troop you are giving product to. Include any leading zeros, i.e., Troop 916 would be entered as 00916.
- Product movement should be **REMOVE PRODUCT**.
- Enter the cases and packages, as applicable.
- Click **SAVE**.

Add Transaction

Cancel Save

Time & Place

Date: 09/13/2022 Receipt: L17300 #

Normal Booth Adjustment Return

Troop Service Unit Cupboard

Troop:

Pickup

Date: Time:

Contact Info: AlisaAbrenica, aabrenica@girlscoutsia.org, 22323 Sherman Way

Cookie Order

Add Product Remove Product

Product	Cases	Packages
Adventurefuls	0	0
Lemon-Ups	0	0
Trefoils	0	0
Do-Si-Dos	0	0
Samoas	0	0
Tagalongs	0	0
Thin Mints	0	0
S'mores	0	0
Toffee-tastic	0	0
Totals	0	0

Cookie Exchange feature in eBudde

Troops can use the COOKIE EXCHANGE tab in eBudde to let other troops know that they have cookies available to transfer out. The giving troop posts which cookies they have available and

other troops may contact you to accept your cookies. The giving troop should expect to drive the cookies to the receiving troop. It is important to update your Cookie Exchange offering as your inventory changes, so that other troops don't reach out to you for cookies that you no longer have.

Tip: Check the Cookie Exchange before placing a cupboard order to see if you can help a sister troop.