STOREFRONT GUIDE

 Log in to your Trail's End Unit Leader account at trailsend.com/login and click on the "Storefront Reservations" tab on the left side menu.

2. Look for available Storefront Reservations by clicking on dates with a blue icon. The number next to the icon shows how many Reservations are available.

ANAGE S	HIFTS					Ç
		<	April 2023	>		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
			en 1			
23	24	25	26	27	28	29
30						

3. Select a date to see a list of available Storefront Reservations with their address, start time, and end time. Filter for specific stores or search for stores using the "Search" box.



4. Click the blue "Reserve" button to claim a shift. It may take several minutes to confirm your Reservation, and you will receive an email once it is confirmed. Once confirmed, the Reservation will also appear on the "Storefront Management" screen.

SITE LIST							
04/27/2023	ALL S		ALL SITES -	⊳ Search			
SITE NAME	DISTRICT	CITY	ADDRESS		START TIME	END TIME	
Kroger	Training District	Noblesville	6125 Mill Oak Drive 6125 Mill Oak Drive		08:00 am	02:00 pm	RESERVE
Kroger	Training District	Noblesville	6125 Mill Oak Drive 6125 Mill Oak Drive		02:00 pm	08:00 pm	RESERVE
Walmart	Training District	Corona	222 S Promenade Ave		08:00 am	02:00 pm	RESERVE
Lowe's Home Improvement	Training District	Norco	5555 Hamner Ave		08:00 am	02:00 pm	RESERVE

5. Your Reservation may be rejected if it violates current rules or if another Unit claimed it before you.

6. Check the "Stats" box on the Storefront Reservations page to see information about upcoming availability.

- 1. Number Reserved is how many reservations your unit has claimed so far.
- 2. Current Available is how many reservations your unit can claim now.
- 3. Upcoming Available is how many reservations your unit will be able to claim on a future date.
- 4. Next Available Date is when your unit can claim more reservations.



7. Your reserved storefronts can be managed under the "Storefront Management" tab, where you can manage shifts, add Scouts, assign inventory and cash, and record sales.