



**givex**<sup>®</sup>

Connecting Powerful Transactions

# DOORDASH MARKETPLACE SELF SERVICE ONBOARDING PROCESS

- 1** Please contact your Givex Sales Representative or email to [sales@givex.com](mailto:sales@givex.com) indicating your interest in integrating your GivexPOS System to DoorDash Marketplace.
- 2** Once approved, your Implementation Specialist will reach out to work with you to configure your System and Menu for DoorDash Marketplace.
- 3** When you are ready to start accepting orders from DoorDash Marketplace, navigate to the 'DoorDash Marketplace Onboarding' Page on Givex Portal under GivexPOS > Settings Page.



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- 4** Complete the Form on the page. (See Sample Below) You can get the DoorDash Store ID on your DoorDash Merchant Portal or look in Browser URL of your DoorDash Ordering Site (It will be the string of Numbers at the end of the URL).

**DoorDash Marketplace Onboarding**

The following errors have been found:  
• Your DoorDash integration has not yet been setup, please speak with your Sales representative to request this be turned on.

Requestor First Name:

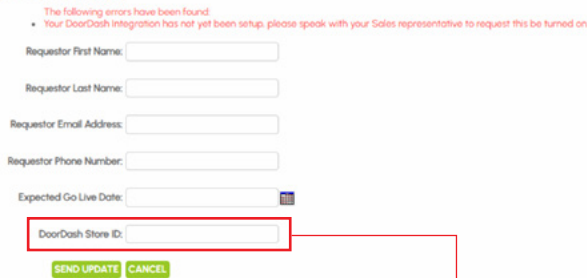
Requestor Last Name:

Requestor Email Address:

Requestor Phone Number:

Expected Go Live Date:

DoorDash Store ID:



**Sample URL:**

<https://www.doordash.com/store/givexdemostore:123456/>

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- 5** After you submit the onboarding request on Givex Portal, you will receive an email from DoorDash to approve the onboarding request. The user must be a Business Admin user in DoorDash Merchant Portal to authenticate the request.
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- 6** Upon DoorDash receiving onboarding approval from the you, DoorDash will ingests the menu from GivexPOS via a Menu Pull Process.
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- 7** Menu approval (DoorDash) - If the menu is approved by DoorDash, the integration be activated immediately.
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- 8** If the menu is not approved by DoorDash, you will get an email from DoorDash with exclusion details (e.g. non-compliant alcoholic items, missing hours, etc.); Please contact your Givex Implementation Specialist to resolve any issues.
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[www.givex.com](http://www.givex.com)