How to Delete an Entire Cart in Gateway



• Click on the cart icon on the left hand side of the Gateway homepage and select "My Carts and Orders."

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Shop (Alt+F Shopping My Carts and	Shop (Alt+P) Shopping	Open My Active Shopping Cart View Carts View My Orders (Last 90 Days)
	My Carts and Orders	
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• Select "View Carts" to pull up all your pending carts. Click on "Draft Carts" in the upper left hand side.

Cart Management				
Draft Carts Assigned Carts				
> Filter Draft Carts				
Туре 🛆	Cart Number 🗠	Shopping Cart Name		
Normal	134170778	2020-07-27 mcutcher 01		
Normal	182862062 Active	2024-02-14 mcutcher 01		

• Locate the cart you are wanting to delete. On the Action dropdown, select "Delete."

