

girlscouts  
of northern indiana-  
michiana



## 2024 Cookie Program Volunteer Guide



# Topics Covered

### Section 1: Cookie Program Basics (Pages 3-6)

- A. Benefits of the Cookie Program..... Page 3
- B. How Girl Scouts Sell Cookies ..... Page 4
- C. Cookie Lineup..... Pages 5-6

### Section 2: Before the Program Begins (Pages 7-17)

- A. Cookie Badges & Family Pins ..... Page 7-8
- B. Goal Setting..... Page 9
  - a. Goal Planner Coloring Page.....Page 10
- C. Rewards for Girls.....Pages 11-13
- D. Forms & Paperwork.....Page 14
- E. Communicating with Families .....Page 15
- F. Planned Orders .....Page 16
- G. Pre-Sale Checklist.....Page 17

### Section 3: During the Program (Pages 18-30)

- A. ABC Smart Cookie ..... Pages 18-19
- B. Cookie Booths..... Page 20
- C. Cookie Cupboards .....Page 21
- D. Finances ..... Pages 22-24
- E. Troop Proceeds ..... Page 25
- F. Troop Meetings & Family Check-ins ..... Page 26
- G. Cookie Patch Order Form ..... Page 27
- H. Social Media ..... Page 28
- I. Direct Ship Program ..... Page 29
- J. Cookie Share & Cookie Finder ..... Page 30

### Section 4: Wrapping up & Resources (Pages 31-36)

- A. Wrapping up the Program.....Page 31
- B. Trainings ..... Page 32
- C. Quick Cookie Vocabulary..... Page 33
- D. Allergen Guide..... Page 34
- E. Important Dates..... Page 35
- F. Support..... Page 36



### What is the Cookie Program?

Did you know that the Girl Scout Cookie Program is the largest girl-led entrepreneurial program in the world? Not only is the cookie program fun, but it also helps Girl Scouts learn life and leadership skills.

When you buy Girl Scout cookies you are creating opportunities for Girl Scouts to learn, grow, and thrive. From learning how to interact with customers to creating budgets and taking orders, the Girl Scout Cookie Program teaches Girl Scouts invaluable skills that they'll need to succeed throughout their lives.

Plus, Girl Scout Cookie proceeds stay in the community to support the local council and troops. Pretty sweet, right?

**Program dates: January 12 – March 11, 2024**



### Why do Girl Scouts Sell Cookies?

- Learn essential life skills
- Fund girl-led community projects
- Prepare for a lifetime of leadership
- Fund activities year-round
- Travel opportunities for groups or individuals

## The Girl Scout Cookie Program is more than selling cookies...



### Goal Setting

Girls set cookie sales goals and, with their team, create a plan to reach them. This matters because girls need to know how to set and reach goals to succeed in school, on the job, and in life.



### Decision Making

Girls decide where and when to sell cookies, how to market their sale, and what to do with their earnings. This matters because girls must make many decisions, big and small, in their lives. Learning this skill helps them make good ones.



### Money Management

Girls develop a budget, take cookie orders, and handle customers' money. This matters because girls need to know how to handle money—from their lunch money to their allowance to (someday) their paycheck.



### People Skills

Girls learn how to talk (and listen!) to their customers, as well as how to work as a team with other girls. This matters because it helps them do better in school (on group projects, on sports teams, and on the playground) and, later, at work.



### Business Ethics

Girls act honestly and responsibly during every step of the cookie sale. This matters because employers want to hire ethical employees—and the world needs ethical leaders in every field.



# Ways to Participate in the Girl Scout Cookie Program

Ready to help your Girl Scout get the most out of cookie season? No matter how they take part in the Girl Scout Cookie Program,<sup>®</sup> they'll grow their people skills, learn to set goals, make smart decisions, and so much more. Talk with them about which options they're excited to explore this year!



## Text or Call Friends and Family

Is this your Girl Scout's first time running their own cookie business? Texting or calling friends and family is a great way to help them feel comfortable connecting with cookie customers. If your Girl Scout has a busy schedule, this is a flexible option.

## Digital Cookie<sup>®</sup>

Is your Girl Scout ready to take their digital marketing skills to the next level? With the Digital Cookie platform, Girl Scouts can ship cookies directly to customers, accept orders for cookie donations, or schedule an in-person delivery. This way, your Girl Scout can reach their sales goals no matter what their schedule is like.

## Door-to-Door Deliveries

Going door-to-door is a great way for your Girl Scout to perfect their sales pitch! Get out in your community and sell in your own neighborhood. Use door hangers and business cards for customers who aren't home. They'll also grow their people skills by meeting new neighbors (with the necessary adult supervision, of course).

## Cookie Stands

Would your Girl Scout feel more comfortable on their own turf? Cookie stands, similar to lemonade stands, are set up in front of a residence on private property, where they'll market their cookies to customers in their neighborhood. They're a great way to ease more introverted Girl Scouts into connecting with their communities. This can be fun for the whole family!

## Cookie Booths

Cookie Booths are a great way to interact with new customers, develop teamwork, and have fun. Troops or groups of Girl Scouts work together to market their cookies outside a preapproved location (like a grocery store, mall, bank, or even a drive-through booth in a parking lot) where they can practice their business skills with new customers.

Note: cookie booths must be coordinated by troop cookie managers; may only happen at council-approved locations; and must be legally open to, accessible, and safe for all girls and potential customers.)

## Connect With Your Community

The possibilities are endless! Girl Scouts team up with their parents/caregivers to sell cookies to their employees and coworkers, at places of worship, and at community groups. From preparing a corporate pitch to selling cookies in bulk to car dealerships, real estate agents, or financial institutions, there are so many ways to grow your cookie business.

Participating in the cookie program helps power Girl Scouts' adventures throughout the year. It's also a fun way to learn important skills for future careers and in life including goal setting, decision making, money management, people skills, and business ethics.

# Your Girl Scout Cookie favorites are back!



**Adventurefuls\***



*Indulgent brownie-inspired cookies with caramel flavored crème and a hint of sea salt*



**Toast-Yay!\***



*French Toast-inspired cookies dipped in delicious icing*



**Lemonades\***



*Savory slices of shortbread with a refreshingly tangy lemon flavored icing*



**Trefoils\***

*Iconic shortbread cookies inspired by the original Girl Scout recipe*



**Thin Mints\***



*Crispy chocolate wafers dipped in a mint chocolaty coating*



**Peanut Butter**

**Patties\***



*Crispy cookies layered with peanut butter and covered with a chocolaty coating*



**Caramel deLites\***

*Crispy cookies topped with caramel, toasted coconut, and chocolaty stripes*



**Peanut Butter**

**Sandwich**

*Crisp and crunchy oatmeal cookies with creamy peanut butter filling*



**Caramel**

**Chocolate Chip**



*Caramel, semi-sweet chocolate chips, and a hint of sea salt in a delicious cookie\**

*\*Limited availability*



### Gluten-Free Cookies

The **Caramel Chocolate Chip** Gluten-Free cookie is only available at the beginning of the sale for troops to pickup from their cookie cupboard. Contact your cupboard if you did not pre-order for the season. These cookies are available for sale as direct ship also.



Made with  
Vegan Ingredients

✓ 6 varieties are made with vegan ingredients

### ABC Bakers' Cookie Features:

- Kosher
- Zero trans fats
- No partially hydrogenated oils
- No high fructose corn syrup
- Halal certified
- Certified Sustainable Palm Oil/RSPO (exception is Gluten Free cookie)
- Recyclable cartons, trays (check locally)

### Innovation in Girl Scout Cookie Packaging:

Caramel deLites and Peanut Butter Patties are now in soft packs!



# Entrepreneurship Badges & Pins

When you sell Girl Scout Cookies, you practice goal setting, decision making, money management, people skills, and business ethics—as you learn to think like an entrepreneur. You can earn badges and pins each year you run your own Girl Scout Cookie business. Then explore your own business idea by earning an Entrepreneur badge.

	Cookie Business		Financial Literacy		Cookie Entrepreneur Family	Entrepreneur		
Daisy	 My First Cookie Business	 Cookie Goal Setter	 Money Explorer	 My Money Choices	 Year 1 and 2 Cookie Entrepreneur Family Pins	 Toy Business Designer		
Brownie	 My Cookie Customers	 Cookie Decision Maker	 Budget Builder	 My Own Budget	 Year 1 and 2 Cookie Entrepreneur Family Pins	 Building Entrepreneur		
Junior	 My Cookie Team	 Cookie Collaborator	 Budget Maker	 My Money Plan	 Year 1 and 2 Cookie Entrepreneur Family Pins	 Business Jumpstart		
Cadette	 My Cookie Venture	 Cookie Market Researcher	 Cookie Innovator	 Budget Manager	 My Money Habits	 My Dream Budget	 Year 1, 2, and 3 Cookie Entrepreneur Family Pins	 Business Creator
Senior	 My Cookie Network	 Cookie Boss	 Savvy Saver	 My Financial Power	 Year 1 and 2 Cookie Entrepreneur Family Pins	 Business Startup		
Ambassador	 My Cookie Business Resume	 Cookie Influencer	 Financial Planner	 My Financial Independence	 Year 1 and 2 Cookie Entrepreneur Family Pins	 Entrepreneur Accelerator		

### *Have you used the GSUSA Badge Explorer yet?*

Click or scan the QR code to go to the online Badge Explorer. You'll be able to download requirements for each of the cookie badges, cookie pins, and tons of other badges too!



*Pro Tip: Print and distribute the Cookie Entrepreneur Family Pin sheets for each girl so that she can work on an achievement before the program begins!*



### *Why Set Cookie Goals?*

Goals give individual girls and troops a direction – something to work towards. Even Daisies can be part of a discussion on what they want to accomplish in their Girl Scout year.

Goal setting helps to identify what is important to you. As the girls are brainstorming, pay attention to the types of projects and activities they are listing. This can help the troop pick one big trip or activity, but it can also guide your troop leadership into picking other projects throughout the year.

Goals help you measure progress towards success. Setting a goal is a great tool to keep girls and families informed throughout the program.

Goal setting helps girls stay motivated and focused.

Setting goals encourages young people to develop critical thinking skills, new problem-solving techniques, and a better understanding of how to overcome issues.

Look at all you are doing already to help your Girl Scouts flourish!



Remember to set goals as a **troop**, but also help the girls to set **individual** goals. This can be started at a troop meeting but continued at home with help from girls' families. Check out the **Cookie Entrepreneur Family Pins** for more help with individual goal setting!

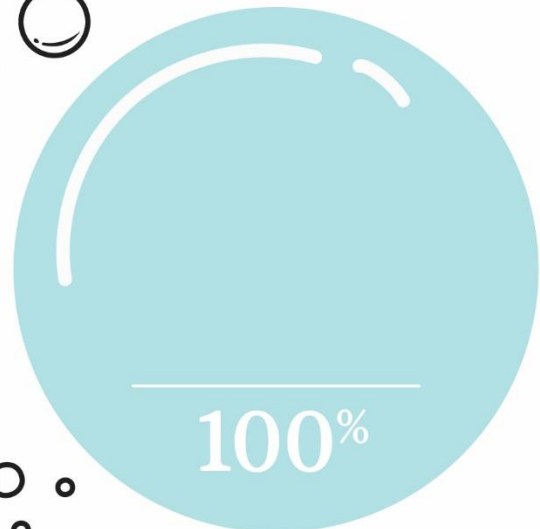
### *Pro Tips from GSUSA*

From 30 Boxes to 300 Boxes, Support Your Cookie Entrepreneur's Goals

Scan the QR Code to check out the article:

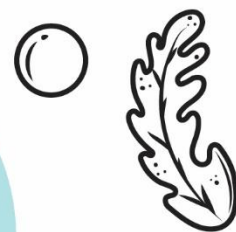
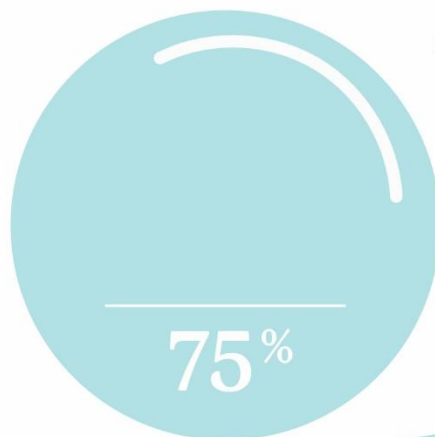


# OWN YOUR magic



Troop#

Girl Scout  
Cookie Goal



### 2024 Theme & Rewards



# OWN YOUR magic

The QR code below will connect you with ABC Baker's Facebook page, where they share success stories as well as technology tips.



Scan or click the QR code to access the Flickr gallery, where you can download clipart & social media graphics for this year's theme!



In the wild, they are found in only one lake in the whole world!  
Lake Xochimilco, Mexico.



Life span: 10 years+

Wide range of color + camouflage abilities!

"Axolotl" means "water dog" in native Aztec language.

Axolotls can completely regenerate lost limbs + organs. Wow!

Axolotls are critically endangered amphibians.

Axolotls are 1,000 times more resistant to cancer than mammals.

Axolotls are neotenic, which means they never outgrow the larval stage.

# Set Your Cookie Goals

The Girl Scout Cookie Program begins January 12, 2024.  
You may not take orders or sell cookies before this date.  
Rewards are cumulative excepted where noted.

My Goal:

girl scouts  
of northern indiana-  
michiana

www.gsnim.org | 800-283-4812



20+ Pkgs



Theme Patch

40+ Pkgs



Theme Pin

75+ Pkgs



Booster Keychain

100+ Pkgs



Mood Cup **AND**  
Mood Straw

150+ Pkgs



Axolotl  
Charm

225+ Pkgs



Mini Backpack Keyring

300+ Pkgs



Axolotl Plush  
Backpack Clip

350+ Pkgs



Flair Bottle **AND**  
Axolotl Sticker

400+ Pkgs



Small Plush

500+ Pkgs



Theme  
T-Shirt

600+ Pkgs



Beach Towel

700+ Pkgs



Large Plush

800+ Pkgs



Beanie **AND** Socks

900+ Pkgs



Dry Bag Backpack **AND** Coin Purse

1,000+ Pkgs



Theme  
Hoodie

1,500+ Pkgs



Boxanne Wireless Speaker

2,024+ Pkgs



2024 Party with Build a  
Bear at Camp Logan  
June 22, 2024

2,500+ Pkgs



Water Park Day  
August 10, 2024

3,000+ Pkgs

Zoo Overnight  
**AND** Mood Mixer  
Camp Light  
May 18-19, 2024



### Additional Rewards:

Online Goal\*



Cookie Techie Patch

\*Set up your online goal in Digital Cookie

50+ Pkgs\*



Digital Cookie Patch

\*Direct Ship

25+ Pkgs\*



Cookie Share Patch

\*Cookie Share donations

4,000+ Pkgs



Dinner with the CEO **AND** Adopt an Axolotl  
April 13, 2024

### Council Cash Level

300-399 - \$10	700-799 - \$50	1500-1999 - \$120
400-499 - \$20	800-899 - \$60	2000-2999 - \$140
500-599 - \$30	900-999 - \$70	3000-3999 - \$160
600-699 - \$40	1000-1499 - \$100	4000+ - \$180

Council Cash may be used for GSNM store purchases, event fees, and GSUSA membership. Council Cash is not cumulative. Expires Sep. 15, 2024.  
**BONUS: Use Council Cash towards 2024 Summer Camp registration and its value doubles!**

Girl Scouts of Northern Indiana-Michiana reserves the right to substitute items of similar value as needed. Items may be similar to those pictured but not exactly the same. No returns or exchanges.

**CONGRATULATIONS** on a successful 2023-2024 Girl Scout Product Program! Council Cash (formally known as Nutty Bucks & Cookie Dough) can be used at your nearest GSNI-M Service Center or Council Store. Please take special note of the following guidelines in preparation of redeeming your Council Cash. Feel free to contact us if you have any questions at 800-283-4812, option 0 or at [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org).

## COUNCIL CASH GUIDELINES

*Expires: September 15, 2024*

Council Cash (formally known as Cookie Dough & Nutty Bucks) may only be redeemed by the recipient and/or the recipient's parent/caregiver. It is not intended for troop use. Parents may submit written authorization for a third party to use the Council Cash on their daughters' behalf.

- Council Cash may **ONLY** be redeemed through the Girl Scouts of Northern Indiana-Michiana (GSNI-M) Council.
- Council Cash cannot be redeemed for cash money.
- GSNI-M will accept Council Cash for the following:
  - Girl Scout Membership Renewal for Girl Members Only
    - **(NOT VALID UNTIL AFTER APRIL 1, 2024)**
    - Simply contact us by phone or submit your request to use your Council Cash towards the \$35 Girl Membership Registration Fee for 2024-2025 online by emailing [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org). Please include the following information in your request: Girl's Name, Troop Number, Girl's Date of Birth, Grade level for Fall 2024 and current mailing address and email address. We will process your request and finish your membership renewal! Please remember that Council Cash can only be used to renew GIRL memberships.
  - Merchandise purchased at any GSNI-M Council Store location including the Traveling Store and Camp Trading Posts.
  - Apply towards fees for GSNI-M Camp programs. Please visit [www.gsnim.org](http://www.gsnim.org) for Summer Camp availability. **NEW FOR 2024: Use Council Cash towards one 2024 GSNI-M Summer Camp registration and its value doubles!**
  - Apply towards fees for GSNI-M sponsored girl activities/events.
  - GSUSA travel opportunities. GSNI-M will write a check directly to the sponsoring organization after girl's proof of admittance is provided. Please visit <http://forgirls.girlscouts.org/travel/> for travel opportunities.
  - Council Cash may be converted for use on the [girlscoutshop.com](http://girlscoutshop.com) website. You must email [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) with your request NO LATER THAN Aug. 15, 2024.
- GSNI-M cannot accept Council Cash for the following:
  - Purchase of GSNI-M Gift Cards
- Council Cash will be accepted through the mail, by phone or in person; however, it **MUST** be redeemed by the expiration date of **September 15, 2024**.



- To check the balance of your card, feel free to contact us toll-free 800-283-4812, option 2 for the Answer Center.

Contact us:  
Toll-free: 1-800-283-4812 Option 0  
Email: [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org)



### Paperwork

All registered adults that will be involved in handling money and/or product for the troop need to have a ***Volunteer Product Agreement Form*** submitted to GSNI-M for 2023-2024. This form only needs submitted once and is good for both the Fall Product and Cookie Program.

[Click here to submit the form online.](#)

All registered girls who are participating in any product program need to have a ***Girl Product Program Permission Form*** for 2023-2024 submitted to GSNI-M. This form only needs submitted once and is good for both the Fall Product and Cookie Program.

[Click here to submit the form online.](#)

*Pro Tip: If you are giving girls cookies when they do not have a permission slip on file, then you are assuming all financial responsibility for those cookies. Contact [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) if you are unsure whether a girl has a permission slip for the current year.*

*Volunteer Product Agreement Link:*



*Girl Product Permission Link:*



# Communicating with Families

### *Setting Expectations & Hours*

It is important to establish some family expectations. This is to keep yourself from experiencing burnout or feeling overwhelmed.

It is okay – and expected - to set your own dates for the season. For example, you can wait an extra week to begin selling cookies, or you can have all caregivers turn in money to you two weeks early. You need to do whatever works best for you!

At the beginning of the cookie season, find a way to communicate with families what your expectations are for picking up cookies and making payments. Be clear and consistent with caregivers.

Don't be afraid to express that your rules and expectations reflect the need for your own personal and family time.

### *Money & Accountability*

Girls/families should not be financially responsible for more than 40 packages of cookies at a time. That means they should never owe the troop more than \$240. This is to protect YOU if something should happen.

If a parent asks to pick up additional cookies without paying for the others, we ask that you remind them of this rule.

No Money = No Cookies



### *Receipts!*

**Always** give caregivers a receipt when giving or taking cookies. Give a separate receipt for receiving money.

### *Whose Account?*

Funds from cookies go to the TROOP account. Girl Scouts is all about creating opportunities. It is important to encourage all girls to participate, but funds earned through the Cookie Program should not be given to individual girls.

### *Communication Pieces*

Financial Tips Sheet

Ways Parents Can Help Sheet

Parent Letter Template



## Planned Orders



### Using ABC Smart Cookies



*Use the council's average cookie distribution statistics to help with planning orders:*

Adventurefuls: 9%  
Toast Yays!: 5%  
Lemonades: 10%  
Trefoils: 6%  
Thin Mints: 27%  
PB Patties: 17%  
Caramel deLites: 16%  
PB Sandwiches: 10%

Gluten-free Caramel Chocolate Chip were available for pre-order only. Contact your local cupboard if you are a new troop and are interested in gluten-free cookies.

*Pro Tip: On the planned order page, there is a Notes field. This section is great for notes to yourself. Contact your cookie cupboard directly about additional questions or requests.*

### Planned Orders

At the beginning of the sale, you will need to create your first **Planned Order**. Your **First Planned Order** is due by **December 15 at Noon ET**. ABC has a video called *HOW TO: Troop Planned Order* that can be used for further guidance on navigating the site.

Troops must initially pick up planned orders in **full cases** – that means you are ordering in increments of 12. Your cookie cupboard manager will notify you when troops may pick up cookies in less than full case quantities. This date may vary by cupboard. Order pickup dates vary by location but will begin the **week of January 8**.

When planning your first pickup, plan for each girl selling to have 40 packages **plus** enough cookies for any cookie booths in the first week. Check with your cupboard for assistance with planning the correct variety.

**Subsequent Planned orders must be scheduled by noon two days before your desired pickup.** Planned orders are imperative to ensure that the cupboard has the cookies on hand for everyone's pickup. If you do not have a planned order in ABC, you may not be able to get the cookies that you want.

If you need to add/edit your planned order after the deadline, you must contact your cupboard manager directly to find out their procedures for making changes.



### Cookie Program: Pre-Sale Troop Volunteer Checklist

- All troop volunteers who handle cookies or money for the troop must go online and fill out the [Product Program Volunteer Agreement Form](#).
- Have all caregivers fill out a [Product Program Permission Form](#) for each girl in the troop.
- Attend training with your service unit, with council staff, and/or on gsLearn.
- Review all cookie resources available at [gsnim.org/cookies](https://gsnim.org/cookies)
- Connect with your local cookie cupboard for pickup expectations.
- Submit your initial planned order by December 15.
- Set goals for your troop and encourage families to set individual girl goals.
- Use the parent letter template and/or hold a parent meeting to review due dates and expectations during the season.
- Make a plan for working on cookie badges, rehearse selling techniques, and get the girls mentally prepared!
- Distribute order cards, money envelopes, and reward flyers to girls.

*Research has shown that the most successful troops have parent meetings every year before the beginning of the cookie program.*





## ABC Smart Cookies

*Your online cookie manager*



### How it works

ABC is used for managing planned orders, requesting booths, monitoring financial transactions, and selecting girl rewards.

You can access ABC's training materials from the ABC landing page without logging in! Spend time reviewing these videos for tutorials on almost every subject.

All troop cookie coordinators and treasurers will be uploaded into ABC. If you believe that an adult in your troop needs to be granted access, email [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org).

**You should get an email after you have completed cookie training from [noreply@abcsmartcookies.com](mailto:noreply@abcsmartcookies.com) inviting you to register.**

Not all the functions of the website will be available until after the sale begins. If you believe that there is an error, contact ABC's tech support at 800-853-3730 or [ABCSmartCookieTech@hearthsidefoods.com](mailto:ABCSmartCookieTech@hearthsidefoods.com).



### Reports

There are several reports that are available for you in Smart Cookies. Any reports that you find useful can be saved as **favorites**. There is a tutorial video titled *HOW TO: Generate Reports on ABC*.

The *Troop Balance Summary Report* shows

- Per girl selling average
- Your planned cupboard orders
- Transfers to and from other troops
- Deposits made to GSNI-M
- Balance Owed to GSNI-M

The *Girl Balance Summary Report* shows

- Transfers of cookies from the troop to the girl
- Payments from the girl to the troop
- Allocation of cookies from booth sales to the girl

For reports to be accurate, YOU must keep timely records of all transactions and update Smart Cookies frequently.

The *Troop On Hand Inventory Report* shows your inventory – this should always match what you physically have in stock.

*Pro Tip: Always register your cookie booths in Smart Cookies for approval.*



### ABC Smart Cookies *continued*



#### *Girl Transfers*

**Troop leaders need to transfer cookies to girls in ABC on a regular basis.** Do not wait until the end of the sale. When transferring cookies from the troop to the girl, there are two columns. The first column is the regular transfer for personal orders. This will assign financial responsibility to the girl.

The second column does NOT assign financial responsibility to the girl. This column should only be used for cookies sold at booths.

Watch the ABC tutorial on Troop to Girl Transfers by scanning the code:



#### Contactless Payment Options

GSNI-M supports contactless payments as much as possible. When posting cookie links on social media or text, caregivers can add a Girl Delivery option. This is a preference that allows customers to order and pay online for the girl to deliver later. **Caregivers must approve all Girl Delivered online cookie orders from the emailed link.** This link is not available anywhere besides the payment verification email.

#### Booths in ABC & Digital Cookie

See the 2024 Booth Guide for information on using ABC & Digital Cookie with your booth sales.



Scan or click the QR code to see the [Smart Cookie YouTube Channel](#). It is full of helpful tutorials for the entire ABC site!



#### **Pro Tip:**

*Use your receipts to track all girl transfers the same day that the transfer happens. This will help you accurately track troop inventory. Most leaders balance their on-hand troop inventory with the ABC inventory report weekly.*

# Cookie Booths



### General Information

Girl Scout Cookie Booths are a great place for members of a troop to sharpen their cookie selling skills together at a centralized location. Booths allow the girls to have direct customer interactions and learning experiences.

Cookie Booths are not required. The choice to have cookie booths is up to each troop, and the decision should be made together with troop leaders and families.

### Cookie Booth Resources

- 2024 Booth Reference Guide
- MY24 Cookie Booth Training on gsLearn
- Financial Management for Volunteers PDF on gsLearn
- Cookie Booth Tally Sheets
- [FLICKR Art Gallery for Volunteers](#)

### Tips & Tricks from the Pros

Be sure that girls are prepared to answer questions about why they are selling cookies. Customers love to support girls' unique experiences!

Less is better – a crowded booth doesn't help anyone! There should not be more than four girls at a booth at any time.

Have a money pouch or apron instead of a cashbox so that it is on your person and easier to secure.

Council-secured booths are scheduled in 2-hour shifts. However, many younger girls cannot stand or keep their attention that long!

Break up your cookie booths by rotating girls and jobs. Girls can switch between approaching customers, holding signs, bagging cookies, and more!

Print or create thank-you cards ahead of time with your Troop QR code or contact info. This helps generate future sales!

Prepare a troop goal poster and display it at your booth. Customers love to help girls reach their goals! Update the poster as boxes are sold.

Have a collection jar ready for Care to Share donations that is plainly labeled.



it's  
**Cookie Time**

### Cookie Cupboards



#### Local Cookie Cupboards



Reach out to your local cupboard to find out what their hours and expectations are.

Contact us if you would like assistance in locating the nearest Cookie Cupboard available to you. Email [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) or call 1-800-283-4812, option 0.

#### What is a Cookie Cupboard?

A cookie cupboard is a place where troop leaders can pick up cookies. GSNI-M operates two staff-led cookie cupboards, however there are also several local volunteer-led cupboards throughout our council. **Please remember that these cupboards are run by volunteers, so be respectful of their time and of their home or business.** Troop Volunteers can schedule a planned order in Smart Cookies to pick up at nearby cookie cupboard. Some volunteer-run cupboards also have expectations for calling or emailing ahead of time, so be sure to communicate with your local cupboard. Cookie cupboards require an authorized troop volunteer to complete the Authorized Cookie Pickup Form. Only adults listed on the form will be allowed to pick up cookies on behalf of the troop. Troops are expected to make a deposit between every cookie pickup and provide a copy of the deposit receipt to the cupboard manager. You may be denied receiving additional cookies without proof of deposit.

**Planned orders must be entered into Smart Cookies no later than noon two days before your desired pickup.**

#### My nearest cookie cupboard contact's info:

### GSNI-M Cookie Central Cupboard Hours

Fort Wayne (10008 Dupont Circle Dr E.)

Monday	Closed
Tuesday	12pm-5pm
Wednesday	7am-12pm
Thursday	12pm-7pm
Friday	12pm-7pm
Saturday	8am-11am

Camp Soni Springs (7459 Martin Rd.,  
Three Oaks, MI 49128)

Monday	Closed
Tuesday	12pm-5pm
Wednesday	7am-12pm
Thursday	12pm-7pm
Friday	12pm-7pm
Saturday	8am-11am

*All times are stated as Eastern.*

### Cookie Finance Basics

#### Deposits

Troops should deposit all money from the Cookie Program into their troop bank account. Once the money is in the troop account, deposit/transfer from your account into a GSNI-M bank account. Some banks will transfer account-to-account, or you can use cash, a troop check, or a counter check.

**\*\*Include your troop number and service unit number on every bank deposit receipt. \*\***

From the bank, you need to receive **two** copies of the deposit receipt. Take a bank-stamped copy of the receipt with you to your cookie cupboard when you pick up cookies.

If you forget to take the receipt with you, send a photo of that deposit slip to [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org).

Deposit your troop's money right away; you should not keep cash in your possession for more than two days. Remember, you can receipt the money to a co-leader or treasurer to deposit the money ASAP.

Always keep all monies in a safe and secure spot. Remember, NEVER deposit any money into your personal bank account for ANY reason.

As troops make deposits into a GSNI-M account, it shows in Smart Cookies (ABC) within **two-three** business days. If you don't see your deposit, it may be on our unclaimed list. Email [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) if you suspect you have an unclaimed deposit with a copy of your deposit receipt.

*Pro Tip: Make your deposits unique so they are easier to find on the unclaimed list.*

*For example, make your deposit for 1,973.25, instead of \$1,900 or \$2,000!*

*Many troops also make sequential deposits: \$1001 for the first deposit, \$1002 for the second deposit, etc.*

#### Receipts, Receipts, Receipts

**Always** give caregivers a receipt when giving or taking cookies. Give a separate receipt for receiving money.

#### Banks with GSNI-M Council Accounts:

Bank Name	Account Number
1 <sup>st</sup> Source	2566826
Fifth Third	7654220610
Lake City	1010968505
PNC	4623080922

*Pro Tip: Take a photo of these account numbers and save it in the Favorites folder on your phone!*

*Pro Tip: When giving caregivers cookies, keep the white copy, give them the yellow copy. When caregivers give you money, give them the white copy and keep the yellow copy. We recommend keeping one cookie receipt book per girl.*



### Cookies & Credit Cards

YES, you can accept credit card payments for Girl Scout Cookies! Using Digital Cookie, you can enter payments at booths. Girls also have individual links for personal customers to enter orders and pay online.

No personal checks are allowed into the GSNI-M bank accounts! Avoid fees and headaches by not allowing checks into the troop account either.

#### Important Update!

Mobile payment services such as Venmo, Square, and PayPal not only charge additional fees, but if an individual account receives more than \$600 annually, the IRS now will require the account owner to submit a 1099 form. These kinds of forms and inquiries even jeopardize the nonprofit status of Girl Scouts.

**Using these payment options to personal accounts are NO LONGER ACCEPTABLE for product sales.**

Features	PayPal	Venmo	Square	Digital Cookie
Charges card processing fees	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Paid by GSNI-M</i>
Requires 1099 form submitted to the IRS*	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Available to every girl in the troop				<input checked="" type="checkbox"/>
Automatically sends receipt to customer				<input checked="" type="checkbox"/>
Transactions can be traced by troop AND Council				<input checked="" type="checkbox"/>
Deposits funds directly to Girl Scout Council				<input checked="" type="checkbox"/>



### *Paying your Balance Due*

**Troops should keep their profit.** Unsure what your profit is? Check your **Troop Balance Summary** on [abcsmartcookies.com](http://abcsmartcookies.com).

At the end of the sale, if your troop has overpaid by \$10 or more, your troop will receive a refund check after the Annual Finance Report is submitted by the troop treasurer.

It is important to keep up on cookie payments. Use this chart to keep up with your troop balance at key points throughout the program.

Date	Balance due
Jan. 27	25%
Feb. 10	50%
Feb. 24	75%
Mar. 18	100%

### *End-of-Sale Finances*

If any caregivers still owe the troop for cookies, the Outstanding Balance form can be found on [gsnim.org](http://gsnim.org) under the Cookies+ tab. This form, along with all the receipts for the girl, must be emailed to [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) by March 18, 2024.

Once GSNI-M receives these forms:

- GSNI-M will begin the process to collect the debt
- GSNI-M will notify you of the troop's balance owed
- Rewards may or may not be ordered for the girl

Troops who are not paid by March 18, 2024, will receive an Outstanding Balance troop letter at the end of March, and rewards for the troop (including council cash) will be held until GSNI-M receives payment. Letters will also be sent to caregivers in the troop.

### **Recording girl transactions in ABCSmartCookies.com**

ABC has excellent video tutorials for how to manage transactions online.

Always include lots of details, including check numbers. Girls should never owe more than \$240 at a time, and keeping these detailed records assists in tracking.

*Pro Tip: Include all the information possible on girl transactions. For example, did her dad give you cash at the basketball game? Did her mom give cash when picking up cookies? Sharing the **Girl Balance Summary Report** with caregivers is a good way to keep everyone informed.*



### 2024 Troop Proceeds

*Troop proceeds from the Cookie Program are based on PGA – per girl average.*

Troop PGA	Earned per Packages Sold
1-200	\$0.70
201-250	\$0.75
251-350	\$0.80
351 – up	\$0.85



*\*Cadette/Senior/Ambassador troops may “opt-out” of rewards in order to earn an additional \$0.05 per package. If your troop wishes to select this, inform the council no later than March 1, 2024.*

A troop consists of 2 registered adults, at least one of whom is female, with current background checks AND

- 5 or more registered girls (Daisy/Brownie/Junior levels)
- Or 3 or more registered girls (Cadette/Senior/Ambassador levels)

#### IRG Program:

*For troops that do not meet the minimum number of girls and volunteers, all troop proceeds will need to be deposited into the GSNI-M account, and proceeds will be issued to girls as Individually Registered Girl (IRG) Product Program Credits.*

*Pro Tip: Pull reports from last year to help the girls plan their goals for the upcoming season.*

*Print some reports to bring to your cookie booths as reminders or motivators.*



### Checking In



*Pro Tip: Take it easy on yourself! Not all meetings need to be on formal badge development. The girls will appreciate the break as well!*

#### *Creative Meeting Activities*

At troop meetings during the cookie season, try mixing it up! This is a great place for parents to get involved too. Consider one of these alternatives to your standard meetings:

- Guest Speakers
- Game night/movie night
- Field Trips
- Girl Scout Holiday Celebration

Social time is so vital for girls and their development! Giving them the freedom to play and interact in an all-girl environment can be just as important as building new skills.

#### *Troop Meetings During the Cookie Program*

The girls will miss meetings if you cancel during cookie season. Will these meetings look and feel a little different though? Absolutely!

You can use meeting time to check in with girls and families. Keep the girls informed on how their goals are progressing and let the families know about payments and the timeframe for turning everything in.

Girls can also use meetings to make posters and thank-you cards!

#### *Cookie Merchandise*

There are so many resources for you and the girls! There are free resources that you can download, such as coloring pages and poster templates.

The GSNI-M stores have many items for sale for troops who choose to go that route. See the flyer on the following page to purchase banners, tablecloths, signs and more!

Check out [ABC's Flickr page](#) for cookie coloring pages and other resources!



# 2024 Cookie Program Patch Order Form



Girl Scouts of Northern Indiana-Michiana

Council Store

Call Toll-free: 800-283-4812

Fax: 260-422-0084

shop@gsnim.org

**NEW for 2024: Orders submitted without payment will be held for 7 days and then returned to sales floor.  
Please call 800-283-4812 to pre-pay for your order over the phone.**

Customer Information:	Order Date:
	Troop Number:
PICKUP: FORT WAYNE / GRANGER / SHIP	

Phone #:	Email address
----------	---------------

	Description	Item #	Unit Price	Qty	Total																																																		
             	My First Cookie Sale	438PFCS24	\$1.50																																																				
	Cookie Volunteer	438PV24	\$1.50																																																				
	Family	438PF24	\$1.50																																																				
	Gluten Free	438PGF24	\$1.50																																																				
	Booth Sales	438PCB24	\$1.50																																																				
	Super	438PS24	\$1.50																																																				
	Goal Getter	438PGG24	\$1.50																																																				
	Achievement Bar:																																																						
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Item</th> <th>Qty</th> <th>Item</th> <th>Qty</th> <th>Unit Price</th> </tr> </thead> <tbody> <tr> <td>50+</td> <td></td> <td>800+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>75+</td> <td></td> <td>900+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>100+</td> <td></td> <td>1000+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>200+</td> <td></td> <td>1500+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>300+</td> <td></td> <td>2000+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>400+</td> <td></td> <td>2500+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>500+</td> <td></td> <td>3000+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>600+</td> <td></td> <td>4000+</td> <td></td> <td>\$0.85</td> </tr> <tr> <td>700+</td> <td></td> <td></td> <td></td> <td>\$0.85</td> </tr> </tbody> </table>	Item	Qty	Item	Qty	Unit Price	50+		800+		\$0.85	75+		900+		\$0.85	100+		1000+		\$0.85	200+		1500+		\$0.85	300+		2000+		\$0.85	400+		2500+		\$0.85	500+		3000+		\$0.85	600+		4000+		\$0.85	700+				\$0.85			
	Item	Qty	Item	Qty	Unit Price																																																		
50+		800+		\$0.85																																																			
75+		900+		\$0.85																																																			
100+		1000+		\$0.85																																																			
200+		1500+		\$0.85																																																			
300+		2000+		\$0.85																																																			
400+		2500+		\$0.85																																																			
500+		3000+		\$0.85																																																			
600+		4000+		\$0.85																																																			
700+				\$0.85																																																			
	DA Cookie Family Pin	YR1	YR2		\$3.50																																																		
	BR Cookie Family Pin	YR1	YR2		\$3.50																																																		
	JR Cookie Family Pin	YR1	YR2		\$3.50																																																		
	CA Cookie Family Pin	YR1	YR2	YR3	\$3.50																																																		
	SR Cookie Family Pin	YR1	YR2		\$3.50																																																		
	AM Cookie Family Pin	YR1	YR2		\$3.50																																																		
	Official National Girl Scout Cookie Weekend (Feb. 16-18, 2024)		57296	\$2.00																																																			

\*\*Please note that the items shown here are not included in girl earned reward choices. Items above are sold separately from the rewards.

**Office use Only**

Paid  Not Paid

Pickup  Ship

Subtotal: \_\_\_\_\_

(if applicable, call for details) Shipping: \_\_\_\_\_

Sales Tax 7%: \_\_\_\_\_

Total: \_\_\_\_\_

# Social Media

### *Do's and Don'ts*

**Do:** Post Girl Scout online ordering links on your **personal** social media page.

**Do:** Text links to family and friends.

**Don't:** Post the troop link or a girl link on community or **public** social media pages. (For example, a Facebook group for your neighborhood would not be acceptable.)

**Don't:** Post cookie links on Craig's List, eBay or Garage Sale sites.

For further details, refer to:

- [GSUSA Digital Marketing Tips for Cookie Entrepreneurs and Families](#)
- [Girl Scout Digital Cookie Pledge](#)
- [GSNI-M Safety Activity Checkpoints](#)

### *The GSNI-M Volunteer Scoop (commonly called The Scoop)*

The Scoop is the Facebook page that is hosted by the council. It is for current volunteers of Girl Scouts of Northern Indiana-Michiana to share, discuss, learn, and grow with the organization.

The Scoop is a WONDERFUL tool to connect you with other troops during cookie season! Post questions, trade cookies, pick up last-minute cookie booths, and more.

Please be respectful of everyone online. We want to model appropriate online behavior for our girls, and we want to be a sister to each other, even during this sometimes-stressful season.



GSNI-M operates separately from other councils. While we expect all Girl Scouts to honor the Promise and the Law, we do not have control over individuals outside of GSNI-M.

If you used the ABC Smart Cookie App last year, please delete it. It is no longer applicable.





# Digital Cookie®

## 2024 Digital Cookie Shipping Fees

Digital Cookie's minimum order for shipping is 4 packages. The base shipping price is 4-8 packages at \$12.99 and 9-12 packages at \$14.99. Below is a list of shipping costs for cookie orders at the different levels.

Packages	Shipping Cost
4	\$12.99
9	\$14.99
13	\$27.98
21	\$29.98
25	\$42.97
33	\$44.97
37	\$57.96
45	\$59.96
49	\$72.95



The above pricing is calculated as follows:

- 13 packages of cookies: tier B (12 packages) + tier A (1 more package) = \$27.98
- 25 packages of cookies: tier B x 2 (24 packages) + tier A (1 more package) = \$42.97



- Holds 6 packages
- Additional \$5.00 for gift box

# Cookie Care to Share

### *How it works*

Cookie Care to Share is a way for customers to support your cookie program without purchasing cookies. Every \$6 in cookie care to share donations will purchase a package of cookies to be donated to first responders, military personnel, or fire and police officers. Cookie Share:

- Gives consumers an option to support Girl Scouts without taking possession of cookies
- Helps girls think creatively in order to give back to their communities
- Helps girls reach goals



Cookie Share donations are distributed by GSNI-M. Girls and troop volunteers do not distribute any Cookie Share packages –log the donation information in ABC and credit the Cookie Share “packages” to the girls.

### *Cookie Finder*

Purchasing Girl Scout Cookies has never been easier! Customers can use the Cookie Finder to search for a booth near them. Girl Scout Cookies are also available to ship nationwide through local Girl Scouts.

Access the Cookie Finder here:  
[girlscouts.org/en/cookies/how-to-buy-cookies.html](https://girlscouts.org/en/cookies/how-to-buy-cookies.html)

Customers who order online for direct ship have the orders credited randomly to a troop in their zip code.

Cookie Booths entered into ABC will be listed in the Cookie Finder for potential customers to find active booths in their area!

Cookie  
Finder



Parents **CANNOT** pay their balance due to the troop using Cookie Shares!



## Wrapping up the Program

### *Setting Expectations with Families*

You will need to make sure that families know in advance what your plans are for wrapping up the cookie season. Consider these questions in advance, and communicate them clearly to all families:

- When is their last day for cookie pickup?
- Are you going to allow them to give cookies back to the troop?
- When do they need to get money turned in to you?

### *Trainings*

On gsLearn, search “438 MY24” to view ALL trainings related to this year’s cookie season.

Reference the schedule on the following page for the 2023-2024 Cookie Training Schedule.

Watch for weekly emails from [noreply@abcsmartcookies.com](mailto:noreply@abcsmartcookies.com) for updates and reminders!

### *Money Collection*

Reminder: all money is receipted!

How can families pay their balance due for cookies?

- Cash (preferred)

How families CANNOT pay their balance to the troop:

- Checks
- Venmo/PayPal/Other Mobile services
- Online using Cookie Shares

Mobile payment services such as Venmo, Square, and PayPal not only charge additional fees, but if an individual account receives more than \$600 annually, the IRS now will require the account owner to submit a 1099 form.

\*Orders placed online can also be paid online.

Cookie Shares=Donation, not Cookies!



### GSNI-M Cookie Training Schedule

<i>Training Type</i>	<i>Date &amp; Time (all EST)</i>	<i>Location</i>	<i>Zoom link and code (if applicable)</i>
Experienced* Troop Volunteers	Nov. 29 @ 7pm Dec. 3 @ 4pm	Fort Wayne, Granger Offices or Zoom	<a href="https://zoom.us/j/91347538322">https://zoom.us/j/91347538322</a> Meeting ID: 913 4753 8322 Passcode: 357056
Cookie Basics for New* Troop Volunteers	Dec. 6 @ 7pm Dec. 9 @ 4pm Jan. 7 @ 4pm	Fort Wayne, Granger Offices or Zoom	<a href="https://zoom.us/j/91347538322">https://zoom.us/j/91347538322</a> Meeting ID: 913 4753 8322 Passcode: 357056
IRG Caregivers	Dec 13 @ 7pm	Zoom Link Only	<a href="https://zoom.us/j/91347538322">https://zoom.us/j/91347538322</a> Meeting ID: 913 4753 8322 Passcode: 357056
Short & Snappy: Booths in ABC	Jan. 10 @ 6pm	Zoom link only	<a href="https://zoom.us/j/91347538322">https://zoom.us/j/91347538322</a> Meeting ID: 913 4753 8322 Passcode: 357056
Short & Snappy: Cookie Transfers	Jan. 24 @ 6pm	Zoom link only	
Short & Snappy: Finance Check-in	Feb. 7 @ 6pm	Zoom link only	
Short & Snappy: Girl Rewards	Mar. 6 @ 6pm	Zoom link only	
Short & Snappy: Wrapping it up	Mar. 13 @ 6pm	Zoom link only	

\*Experienced troop volunteers must have completed at least two cookie seasons. Please attend Cookie Basics if you have less than two full years as the troop cookie volunteer.

#### *Council contact info*

Questions about training or anything else? Call or email any time!

[frontdesk@gsnim.org](mailto:frontdesk@gsnim.org)

1-800-283-4812, option 0

All training information is posted on the GSNI-M Activities page. Register in advance for trainings in-person. If attending via Zoom, no need to register!

*To accommodate those unable to attend live, these trainings will be recorded and available on gsLearn.*







## Quick Cookie Vocabulary

**ABC** - ABC Baker is the name of the baker that supplies all the Girl Scout Cookies for GSNI-M. Some councils use a different baker, called Little Brownie Baker.

**Case** - A case is a carton that contains 12 packages of cookies. These are sold by flavors.

**Cookie Booth** - A Girl Scout Cookie Booth is a girl-operated direct-sale opportunity where customers can purchase cookies from girls. Cookie booths are approved by GSNI-M. Check gsLearn for Cookie Booth trainings.

**Cookie Central** - Staff-run Cookie Cupboards located in Fort Wayne and Camp Soni.

**Cookie Cupboard** - Volunteer-run cupboard location where volunteers/IRG caregivers can receive cookies for distribution to girls. There are several local cupboards throughout GSNI-M. Volunteers can schedule planned orders in Smart Cookies to visit a nearby cookie cupboard.

**Cookie Drop** - A cookie drop is a scheduled event for approved volunteers and troops to receive a shipment of at least 500 cookie cases. Some drops only occur once during the cookie season and others occur throughout the season.

**Cookies-in-Hand** - Cookies that are in your physical possession ready to sell directly to customers.

**Cookie Care to Share** - Customers donate money towards a box of cookies. Cookie Share donations go to the military or local first responders. GSNI-M arranges the donation of the cookies.

**Council Cash (formerly Cookie Dough)** - A reward earned through the Cookie Program that can be applied to camp, membership, council store purchases, or council-sponsored girl activities.

**Digital Cookie** - is the online platform that girls and families use to sell cookies online, set goals and learn more about the cookie program.

**Order Card** - a form listing cookie varieties along with descriptions and nutritional information. Girls can collect customer orders on this sheet.

**Package** - A package of cookies is the smallest unit in which cookies are sold. The number of cookies in a package vary by variety. This information is featured on each package.

**Smart Cookie** - Smart Cookie, or ABCSmartCookie.com, is the website that volunteers and councils use during the cookie program. It is used to manage the cookie program.

**Shopping Link** - A marketing tool for girls within Digital Cookie where they share a cookie shopping link on an approved social media site or in an email message.

**Troop Profit** - Money the troop earns based on average number of boxes sold by the troop. This money belongs to the troop.

### *...and other Girl Scout Terms*

**Answer Center (AKA Front Desk, Customer Care)** - They know EVERYTHING, and if they don't, they know where to find the answer. They can be reached at [frontdesk@gsnim.org](mailto:frontdesk@gsnim.org) or by dialing 800-283-4812 option 0.

**Girl Product Permission Form** - Every girl must have this permission form on file in order to sell cookies. Caregivers assume responsibility for cookies and cookie money by signing this form.

**gsLearn** - Accessed through your MyGS from the GSNI-M website, gsLearn is a home for all online trainings that are available to our volunteers. gsLearn is meant to give our hard-working volunteers the ability to view trainings and learning opportunities on their own schedule, and it gives the chance to repeat information whenever needed!

**GSNI-M** - Girl Scouts of Northern Indiana-Michiana represents girls across 22 counties in northern Indiana and southwest Michigan.

**GSUSA** - Girl Scouts of the USA is the corporation responsible for promoting the Girl Scout Movement in the United States. Items published by GSUSA come from the nationwide movement. Individual councils have cookie guidelines, but other policies come from the national level.

**Validated Deposit Slip** - A deposit slip that has been filled out by the volunteer, taken to the bank with a cash deposit, and validated by the bank after making the deposit.










**Volunteer Product Program Agreement Form** - an agreement form filled out by the volunteers managing cookies and/or money for the troop.

**VTK** - VTK stands for Volunteer Toolkit. This is a comprehensive digital tool accessible via MyGS on the GSNI-M website that provides troop leaders, service unit volunteers, and caregivers with access to Girl Scout programming, badge requirements, and more.

# Girl Scout Cookies®

## 2024 Food Allergens Guide



	CONTAINS (Y) OR MANUFACTURED IN A SHARED FACILITY WITH (M)					DOES NOT CONTAIN				CERTIFICATIONS		
	Wheat	Soy	Coconut	Milk	Peanuts	NO High Fructose Corn Syrup	NO Artificial Colors	NO Preservatives	NO Trans Fat	Certified Gluten Free	Made with Vegan Ingredients	Certified Kosher OU-D and Halal
 <b>Adventurefuls®</b>	Y	Y	M	M	M	Y	Y	Y	Y		Y	Y
 <b>Toast-Yay!®</b>	Y	Y	M	M	M	Y	Y	Y	Y		Y	Y
 <b>Lemonades®</b>	Y	Y	M	M	M	Y	Y		Y		Y	Y
 <b>Trefoils®</b>	Y	Y	M	Y	M	Y	Y	Y	Y			Y
 <b>Thin Mints®</b>	Y	Y	M	M	M	Y	Y	Y	Y		Y	Y
 <b>Peanut Butter Patties®</b>	Y	Y	M	M	Y	Y	Y	Y	Y		Y	Y
 <b>Caramel deLites®</b>	Y	Y	Y	Y	M	Y	Y		Y			Y
 <b>Peanut Butter Sandwich</b>	Y	Y	M	Y	Y	Y	Y	Y	Y			Y
 <b>Caramel Chocolate Chip</b>						Y	Y	Y	Y	Y	Y	Y



For complete nutrition facts and ingredients, visit [girlscoutcookies.org](https://girlscoutcookies.org) or [www.abcbakers.com](https://www.abcbakers.com) for more information.

### A-lot-l Dates to Remember

#### NOVEMBER

**Nov. 23-26:** Closed for Thanksgiving

**Nov. 29:** Experienced Cookie Volunteer Training (also 12/3)

#### DECEMBER

**Dec. 1:** Troop Access begins into Smart Cookies (must complete Training Knowledge Check)

**Dec. 6:** New Cookie Volunteer Training (also 12/9 & 1/7)

**Dec. 9:** Cookie Kickoff Event @ Camp Logan

**Dec. 13:** First Booth Lottery opens at 7 am; runs until Dec. 18 at 7am, results at Noon

**Dec. 15:** Troop Planned Order due into Smart Cookie by Noon

**Dec. 15:** Girl uploads begin into Smart Cookies (only if troop completed training).

**Dec. 25-Jan. 1:** All GSNI-M offices closed for holiday break

#### JANUARY

**Jan. 3:** Second Booth Lottery opens at 7am; runs until Jan. 8 at 7am, results at Noon.

**Jan. 7:** Girls and volunteers receive email to register to Digital Cookie

**Jan. 10:** First Come First Serve Booth schedule begins. FCFS (First Come First Serve) cookie booth sessions will run each Wednesday at 7am until Monday at 7am (January 10 through March 10).

**Jan. 12: FIRST DAY OF COOKIE SALES!**

**Jan. 20:** Approximately 25% of troop's cookie balance due to council (see Troop Balance Summary Report).

#### FEBRUARY

**Feb. 10:** Approximately 50% of troop's cookie balance due to council

**Feb. 16-18:** National Girl Scouts Cookie Weekend (Troop direct ship links go live on GSUSA Cookie Finder)

**Feb. 22:** World Thinking Day

**Feb. 24:** Approximately 75% of troop's cookie balance due to council

#### MARCH

**Mar. 1:** Opt-out deadline for C/S/A troops only.

**Mar. 6-12:** Consignment Cookie Booth Program

**Mar. 10-16:** Girl Scout Week

**Mar. 11: LAST DAY OF COOKIE SALES!** (Girls should no longer take orders)

**Mar. 11:** Last week for troop cookie pickup (check cupboard availability)

**Mar. 12:** Girl Scouts Birthday

**Mar. 15:** Troop Reward Orders are due

**Mar. 18:** Troop Final Payments are due and Outstanding Balance Forms due

#### APRIL

**Apr. 24:** Rewards delivery begins to service unit sites for distribution to troops.

#### SEPTEMBER

**Sep. 1:** All cookies expire – no selling after this date!

**Sep. 15:** All Council Cash (formerly Cookie Dough and Nutty Bucks) Expires

All times  
are stated  
as  
EASTERN.



# Support

### GSNI-M Support:

[gsnim.org/cookies](https://gsnim.org/cookies)

[frontdesk@gsnim.org](mailto:frontdesk@gsnim.org)

1-800-283-4812, option 0



### ABC Smart Cookies Support:

[ABCSmartCookieTech@hearthsidefoods.com](mailto:ABCSmartCookieTech@hearthsidefoods.com)

1-800-853-3730



### Digital Cookie Support:

[Digitalcookie.girlscouts.org/help](https://digitalcookie.girlscouts.org/help)

[Digital Cookie Contact Us](#)

