## 2023 Cookie Program

**IRG Training Guide** 

# **Individually Registered Girls**



### Finances & Rewards

All money that an IRG collects from the cookie program needs to be deposited into the GSNI-M bank account or paid at one of the service centers. Remember, as soon as you take the cookies, you are held financially responsible for them.

You cannot pick up additional cookies until you have made payments towards the balance owed from previous pickups. Frequently check your girl's Troop Balance Summary in ABC to be sure that you never owe more than \$200 without an Excess Responsibility Form on file with GSNI-M.

An IRG will earn Product
Program Credits, which will be
issued after the program
concludes. This is in addition to
individually earned rewards.
An IRG will earn \$0.25 in
Product Program Credits for
each package of cookies sold,
with a max of \$400. Use the
Product Program Credit
Request form to redeem.

## IRG Online Access & Cookie Pickups

Reference the Volunteer Training Guide for all things cookies.

All Individually Registered Girls (IRGs) are assigned a number in Smart Cookies, which is a six-digit number that starts with a 7. This will allow the caregiver access to ABCSmartCookies.com. Girls will have a separate login from their caregiver.

Each girl must have a current Girl Scout membership and submit a Product Permission Form. Caregivers who are interested in picking up more than the allowed 40 packages for an order will be required to complete an Excess Cookie Responsibility Form. Each of these must be completed prior to picking up cookies.



Pro Tip: Use the council's average cookie distribution to help with planning orders:

Adventurefuls: 4 packages (12%)
Toast Yay!: 2 packages (4%)
Lemonades: 4 packages (9%)
Trefoils: 2 packages (6%)
Thin Mints: 12 packages (25%)
PB Patties: 6 packages (17%)
Caramel deLites: 6 packages (16%)
PB Sandwiches: 4 packages (10%)
Total: 40 packages





## Individually Registered Girls cont.

### Planned Orders

To pick up cookies, you must submit a planned order. You will schedule this at any of the cupboards that are available on ABC.

You will notice that the only option available to you is to order in complete case quantities. To order in package quantities, add one case to the first line. Then scroll down and put your specific quantities in the Notes field. If you are making these notes AND you are not picking up from Cookie Central in Fort Wayne or South Bend, you will also need to contact the cupboard manager to make arrangements for pickup, otherwise they may not be prepared to handle these special request orders.

When picking up your planned order, you will count your cookies and sign a receipt. Your signature acknowledges that you take financial responsibility for the cookies and they cannot be returned to GSNI-M or cookie cupboard.

#### How to Place an Order

Scan or click the QR code to learn how to place a planned order.





Pro Tip: Check for tutorials frequently at the YouTube channel for ABC! GSNI-M will also be posting info specific to IRG members on the IRG Facebook page throughout the program.

