

Top Things to Do for the Cookie Season

Before Cookies

Planning & Setup

- ☐ Know and understand your troop's goal and cookie plan
- ☐ Review Family Guide and sign permission slip
- ☐ Review website for valuable information: www.gssn.org/cookies
- ☐ Set a realistic goal with your Girl Scout
- ☐ Get your Adult Membership and Background Check to assist at booths



Preorders

Getting Started

- ☐ Be on the lookout for your Digital Cookie registration email on January 5
- ☐ Help your Girl Scout set up her Digital Cookie Site on a web browser
- ☐ Download the Digital Cookie Mobile App to help with sales
- ☐ Help your Girl Scout identify possible customers to email or visit
- ☐ Approve Girl Delivery orders in the App or on Digital Cookie
- ☐ Input your paper order card in as your initial order on January 18

Booth Sales

Cookies Arrive & Sales Continue

- ☐ Initial Order Cookies arrive February 2 - 9
- ☐ Pick up initial order cookies from your TPSC
- ☐ Help your Girl deliver her initial order promptly & turn in cookie money
- ☐ Ask your TPSC for additional cookies for any orders after your initial order
- ☐ Participate in Troop Booth Sales

End of Sale

Wrapping Up the Sale

- ☐ Ensure all cookie money is turned in by the last day of the sale, or 3/15
- ☐ Help your Girl Scout thank her customers
- ☐ Make reward choices and enter sizes in Digital Cookie
- ☐ Remember, your troop may have different deadlines based on your Troop volunteer's schedule
- ☐ If a customer has an issue with their digital order, please help your Girl Scout provide customer service. Digital Cookie has great customer service!