

2025 Cookie Program Guide for Juliettes



Cookie Program Dates: January 31 – April 13, 2025

www.gsmw.org/juliettescookies

girl scouts 
of montana
and wyoming

2025 Cookie Program and Juliettes

The Cookie Product Program is a way for your Juliette to earn Juliette Funds to use for her Girl Scout experience. Participants sell Girl Scout cookies and can participate in several different ways – Juliettes can take customer orders using an order card and/or the online platform Digital Cookie as well as participate in booth sales with their caregiver if they choose. The Cookie Program will give your Juliette an opportunity to learn important business skills through this fun and engaging program while earning \$0.60 of every dollar sold in addition to exciting rewards!

How To Get Started

- Juliettes must be registered for the 2025 membership year and any adult who will handle money and product with their Juliette must also have a current membership and background check on file.
- Read through this guide and review all of your materials in your packet.
- Get [registered](#) to join us Thursday January 9th at 6:00 pm for the Juliette Cookie Kickoff to learn more about the Cookie Program. Can't make it, watch the recording at www.gsmw.org/juliettescookies.
- Let GSMW know your Juliette will be participating by completing the [Juliette 2025 Fall Program Permission](#) form before January 31st.
- You will be able to set up your Juliette's online Digital Cookie sale site starting January 29th. Digital Cookie can be used by customers to order and prepay for cookies to be shipped or if they live locally, choose girl delivery.
- Start taking orders January 31st and we recommend not collecting payment for paper order card customers until you deliver the cookies.
- Optional - If your Juliette is a Cadette, Senior or Ambassador would like to opt out of rewards for an additional \$0.10 in proceeds, email bridgetm@gsmw.org by January 31st.

Important Dates

Juliette Cookie Program Kickoff	January 9 at 6 pm
Deadline to submit Juliette 2025 Cookie Program Permission	January 31
Deadline to opt out of rewards for Cadette, Senior and Ambassadors	January 31
Caregiver/Girl access to Digital Cookie	January 29
Program starts	January 31
Pre Orders	January 31 – February 16
Submit pre orders using Juliette 2025 Cookie Program Order Form	February 16
Product Delivery. You will receive an email with your delivery details.	March 10 -18
Customer delivery and optional booth sales	March 21 – April 13
Money due to GSMW	April 22
Receive rewards. You will receive an email with your delivery details.	Mid May/June

How To Submit Your Order

All Juliettes that participate in the 2025 Cookie Program **MUST** submit the Juliette 2025 Cookie Program Order Form no later than **Sunday February 16th at 11:59 pm**.

This form is found at www.gsmw.org/juliettescookies and collects important information that GSMW needs.

- How your Juliette participated
- Paper order card totals, if applicable
- Your shipping address for product and rewards
- Reward choices so GSMW can order the rewards your Juliette has chosen
- Information needed to set up your Clover Go app to accept debit/credit cards if desired
- Caregiver signature

Please refer to the chart below for details on how to submit your order.

**Each variety on your order will be rounded up to the next case (12 pkgs/case)
Cookies cannot be exchanged or returned to GSMW**

Way(s) your Juliette took orders	How to submit your order to GSMW by Sunday February 16th at 11:59 pm
Paper Order Card only	<ul style="list-style-type: none">• Total each item sold on the paper order card(s)• If you would like to order extra cookies for a booth, please refer to the Booth Sales section• Submit the Juliette 2025 Cookie Program Order Form found at www.gsmw.org/juliettescookies
Online only (girl delivery and/or shipped)	<ul style="list-style-type: none">• Submit the Juliette 2025 Cookie Program Order Form found at www.gsmw.org/juliettescookies• If you would like to order extra cookies for a booth, please refer to the Booth Sales section• GSMW has record of your girl delivery orders from Digital Cookie, please do NOT include with your paper order card totals
Paper Order Card and Online (girl delivery and/or shipped)	<ul style="list-style-type: none">• Total each item sold on the paper order card(s)• If you would like to order extra cookies for a booth, please refer to the Booth Sales section• Submit the Juliette 2025 Cookie Program Order Form found at www.gsmw.org/juliettescookies• GSMW has record of your girl delivery orders from Digital Cookie, please do NOT include with your paper order card totals

Receiving and Delivering Product

- Product will be delivered to your area March 10th – 18th. I will email you with details on how you will receive your product.
- Product Delivery to Your Customers:
 - Customer checks can be made out to GSMW.
 - GSMW does not accept checks for more than \$200 or cover NSF fees for checks dated more than 30 days. Please submit collected money frequently, refer to How to Submit Your Money section.

Booth Sales (Optional)

Booth Basics:

- Juliettes can choose to hold booth sales with their caregiver March 10th – April 13th.
- Their caregiver must be a registered Girl Scout and have a current background check.
- Booths should be held in the community where you live unless you have permission from GSMW to hold a booth outside of your community. Please contact Bridget at bridgetm@gsmw.org with any questions.
- Booths should not be done with another Juliette unless the Juliettes are in the same household.

How to order cookies for a booth:

- You can order additional cookies with your pre order and they will be included with your product delivery in March. To do this, please complete a line on your paper order card with the number of packages for each variety you would like to order for your booth(s) and add to your customer totals. Please use the picture below as a guide.

First Name <u>Gina Girl Scout</u> Troop # _____ Adult Contact's Name _____ Adult Phone Number _____			Donor Cookie Packages	Adventurefuls®	Toast-Yay®	Lemonades®	Trefoils®	Thin Mints®	Peanut Butter Patties®	Caramel deLites®	Peanut Butter Sandwich®	Caramel Chocolate Chip®	Total Packages	Amount Due
#	Last Name (Print)	Address	Phone/Email	Number of Packages										
1	Lucy Lemonade			1		2		1		1			5	\$25
2	Tony Toast-Yay				1	1			2				4	\$20
3	Tina Trefoil						1						1	\$5
4	CC deLites									2			3	\$16
5	Adam Adventureful			1		1		2	1		1		6	\$30
6	Extra/Booths			12	12	12	12	24	24	24	12	12	144	
7	Total			1	14	13	15	13	29	25	27	13	163	

- You can also order cookies from your closest Cookie Cupboard. Refer to the Cookie Cupboard section on how to place an order with a Cookie Cupboard.
- Each cookie variety on the pre order and for the Cookie Cupboard will be rounded up to the next case (12 pkgs/case) and cookies CANNOT be exchanged or returned to GSMW.

How to schedule a booth:

Premium Booths: GSMW has agreements with Walmart, Sam's Club, Smith's and Albertson's/Safeway. Signups for premium booths start February 10th, please call Bridget 406-252-0488 ext 2026 to schedule a premium booth.

Juliette Secured Booths: Juliette caregivers may find their own booth locations with locally owned businesses like coffee shops, hardware stores, craft fairs, local events etc. If you secure your own booth, please email Bridget at bridgetm@gsmw.org to have your booth approved, the following information is required.

Business or event name
Location address (street, city, and zip code)
Day, start and end time

Cookie Cupboards

Cookie Cupboards are located throughout GSMW where you can pick up extra cookies to fulfill additional orders and for booths. Cupboards open March 21st. Gluten free Caramel Chocolate Chips are not available in cupboards.

Cookie Cupboard orders must be placed by the case for each variety (12 pkgs/case)
Cookies CANNOT be returned or exchanged

Montana*: Billings, Belgrade, Great Falls, Helena, Havre, Kalispell, Missoula, Sidney
Wyoming*: Casper, Cheyenne, Cody, Evanston, Gillette, Rock Springs, Laramie, Riverton

**these locations are tentative for the 2025 Cookie Program and are subject to change*

To place a Cookie Cupboard order, please call Bridget at 406-252-0488 ext 2026 to schedule your pick up location, day and time along with your cookie order.

Cookie Communications

- Email reminders throughout the Cookie Program.
- BAND app. If you joined the GSMW Juliette Product Programs BAND group for the 2024 Fall Program, you will not need to do anything. To download BAND and join the group, please follow these instructions:
 1. Download the BAND app from your app store on your mobile device.
 2. Create your log in credentials and then use this link to find the GSMW Juliettes Product Program BAND group: <https://band.us/n/afa6Acr3n4L6d>.
 3. You will be asked to join the group as it is a private group.
 4. Ensure that you have your BAND notifications turned on.
- Texting from 406-743-9335.

How to Submit Your Money

Your balance is due **Tuesday April 22nd** however submitting money frequently is recommended. GSMW is not responsible for lost or stolen money and does not cover NSF fees for checks dated more than 30 days or accept checks for more than \$200.

You can submit your money in the following ways:

First Interstate Bank (preferred way when you have access to an FIB branch)	<ul style="list-style-type: none">• Deposit cash and checks into the GSMW FIB depository account # 153974• Be sure to get a deposit receipt• Complete the Juliette First Interstate Bank Deposit form found at www.gsmw.org/juliettescookies within 2 business days uploading a picture of the deposit receipt
By Mail	<ul style="list-style-type: none">• Do NOT mail cash, you can call GSMW with a card # to pay for the amount collected in cash or include a check/money order for the cash amount• Mail with the Juliette Deposit Form found in your packet or at www.gsmw.org/juliettescookies• Mail with a tracking number• You will receive an email when we receive your money
In Person	<ul style="list-style-type: none">• Bring your cash and checks to the GSMW office in Billings (no appointment required) or Great Falls (appointment required)• Bring a completed Juliette Deposit Form found in your packet or at www.gsmw.org/juliettescookies
By Phone	<ul style="list-style-type: none">• Call the GSMW office at 406-252-0488 with a card #

Have a Question?

- Visit www.gsmw.org/juliettescookies for program resources, documents and links to forms
- Reach out to Bridget by email bridgetm@gsmw.org, phone 406-252-0488 ext 2026, text 406-743-9335, or through BAND. My office hours are Mon – Fri 8:30 am – 3:00 pm.