

Girl Scout Cookie Program

Weekly Bites: April 14 - End

Thank You!

We cannot express how much we appreciate everything that you do for your Girl Scouts. This program cannot exist without your time, effort, support and assistance! We appreciate you more than you know and so do your Girl Scouts. You are helping them create unforgettable memories and experiences every day—and they won't forget it. You are amazing!

We hope you have a wonderful summer and look forward to seeing you in the Fall during the Fall Product Program (Nuts & Candy)!

Weekly Bites

1. Cookie Total Transfers to Girls
2. Cookie Program Rewards
3. Camp Credit Earners
4. Adding Payments to Girls
5. Troop Balance Summary – EOY Financials
6. Gift of Caring Donations
7. Automatic Clearing House (ACH) Sweeps
8. Promotion Winners and Top Entrepreneurs

1. Cookie Total Transfers to Girls

All packages should be credited to girls by April 16th at 11:59 PM. This includes Girl Delivery Orders, Troop Orders, Booth distributions, Donation Cookies and your remaining inventory. Check out the [Weekly Bites from March 24th – 30th](#) for details on all the transfers you can take advantage of to get cookies assigned to girls.

2. Cookie Program Rewards

Rewards are expected to ship in about 4-5 weeks to your Service Unit Product Manager. They will receive, sort, and then contact you when the rewards are ready for you to pick up by mid-June.

3. Camp Credit Earners

It is crucial to **have all cookie package totals distributed to girls no later than April 13th** so we can send them information in time to register for camp. Camp credit earner registration starts at 9AM on Wed. April 16th, and spots fill up fast.

All balances must be paid in full by May 19th for camp earner selections to be retained—No exceptions. Camp credit earners will receive an email with information to login and create their UltraCamp account between 4/14 - 4/16 or on the date the camp credit is selected as a reward in Smart Cookies.

4. Adding Payments to Girls

All payments should be added to girls under financial transactions. Anytime money or product exchanges hands a signed receipt should be completed.

Payments collected at booths only need to be deposited into the troop bank account, there is nowhere to log or record them in Smart Cookies.

The [Girl Balance Summary](#) is the best way to track a girl's finances and stay organized. Get familiarized with it so that you can help caregivers know what they still owe. You can find the Girl Balance Summary report under the reports tab in Smart Cookies.

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Weekly Bites: April 14 - End Continued

5. Prepare for End of Year Financials

Remember, you will only have access to Smart Cookies until June 30th and [M2OS](#) until April 30th.

Download and save any other reports at this time to your personal records before your access to Smart Cookies closes. It is recommended you retain all reports and records for one year. You can print, download a PDF, export to Excel or email any report at the bottom of the reports screen.

- ▶ The Troop Balance Summary report has all the information you will need for End of Year Financials that are due June 30th. Find the Troop Balance Summary report under: Reports > Current > Troop Balance Summary.
- ▶ Find the troop finances for the Fall Program in M2OS, under: Reports > Summary Report. Make sure to pull this report for your records right away if you have not already.
- ▶ Please Note: The Finance Product Program Tool will be available for use in June.

6. Gift of Caring Donations

If you would like to have Council distribute your Gift of Caring donations, no further action is needed. We will ensure donations are made on your behalf.

If you would like to have your girls distribute Gift of Caring donations locally, [request cookies from Council by April 30th](#). **These packages do not come from your troop inventory**, you will need to be able to access a cookie cupboard to pick up cookies for distribution. Your Gift of Caring cookies will be available for pickup mid-May after you have received communication from the GSMW Product Team.

7. Automatic Clearing House Sweeps

The first ACH Sweep from your troop bank account is April 22nd. You will get an email on April 17th verifying the amount due (70% of the full balance owed). If there are concerns about this amount, refer to the instructions in our email.

If you want to pay your full balance on the first sweep, you can do so, but make sure you turn in [Outstanding Balance forms](#) prior to the troop being paid in full or Council will not accept the outstanding balance.

Outstanding balances are due to Council no later than May 5th. Outstanding balances will not be accepted without signed receipts.

Caregivers should have all money turned in NO LATER THAN May 4th or they will be turned in as an outstanding balance by the troop.

8. Promotions and Top Entrepreneurs

Join us on May 30th on our Facebook Page to hear the winners of the 5 for 5 Cookies, Bling your Booth and B2B Bingo winners. We will also be announcing this year's Cookie Program Top Entrepreneurs and get to meet next year's Fall Product Program mascot and theme! You won't want to miss it!

Links

1. [Adding Girl Financial Transactions](#)
2. [Gift of Caring Request Form](#)
3. [Outstanding Balance Form](#)
4. [Understanding Girl Balance Summary](#)
5. [Evening with a Cookie Expert - Program Closing](#)