# Girl Scout Cookie Program Weekly Bites: April 7 - 13







- 1. Promotions: No-Risk Cupboards
- 2. Girl Cookie Order Details Report
- 3. Evening with a Cookie Expert
- 4. Adding payments to Girls
- 5. Camp Credit Earners
- 6. Program Reward Selections



Thank you for taking part in our exciting promotions! Don't forget to turn in any remaining submissions for <u>Bling your Booth</u> and <u>B2B Bingo</u> by April 13<sup>th</sup>.

No-Risk Cookie Pickups – Limited Time Only! From April 7-13, 2025, troops and caregivers can pick up cookies from a Council Cupboard during our special No-Risk Cookie Cupboards.

A No-Risk Cookie Cupboard allows you to return any unsold cookie cases or packages by 7 PM on April 14<sup>th</sup>, 2025, at no cost to you or your troop. This is a great opportunity to boost your sales during the final week of the Girl Scout Cookie Program without the worry of leftover inventory.

#### Key Details:

- ► All returns must be made by 7 PM on April 14<sup>th</sup>. **No exceptions.**
- ► Any cookies not returned by the deadline will be the financial responsibility of the person who signed for them.
- ▶ This is a first-come, first-served opportunity, so be sure to place your planned cupboard order as soon as possible through <u>Smart Cookies</u>. Learn <u>how to place a cupboard order here</u>.



### 2. Girl Cookie Order Details Report

- 1. Run the <u>Girl Cookie Order Details Report</u> under the **'Reports'** tab to make sure girls have received credit for all their Girl Delivery and donation orders.
- 2. Compare the girl's cookie totals to your receipts and transfer any missing packages to your Girl Scouts via a Troop to Girl (T2G) transfer or <u>Virtual Cookie Share</u> for donations.
- 3. Make sure you ONLY transfer packages from Girl Delivery orders and not Direct Shipped orders as girls automatically get credit for these in Smart Cookie, only donations from Direct Shipped orders need to be credited via Virtual Cookie Share found under the 'Orders' tab.
- 4. Make sure to leave detailed notes on every order to prevent duplicate transactions.

### 3. Evening with a Cookie Expert

Join us this <u>Wednesday</u>, <u>April 9th at 7 PM</u> for a comprehensive walkthrough of what needs to be done to close out your sale successfully. Come prepared with any questions you have.

# Girl Scout Cookie Program

Weekly Bites: April 7 - 13 Continued











### 4. Adding Payments to Girls

Log all girl payments and deposits including Clover Go into Smart Cookies under Girl Financial Transactions. If there are any outstanding balances, Council will reference Smart Cookies to help audit and assist you. Whenever money is received by the caregiver, a signed receipt should be completed for both parties. Outstanding Balances at the end of the season will not be accepted without signed receipts.

## 5. Camp Credit Earners

Distribute cookie sales to potential Camp Credit Earners before April 14<sup>th</sup>. All Balances must be paid in full by May 19<sup>th</sup> for camp selections to be retained. There are no exceptions.

Camp Credit Earners will be receiving an email with registration instructions on Monday, April 14<sup>th</sup>. Registration for Camp Credit Earners begins on the 16<sup>th</sup> at 9 AM and all camps are first come, first served.

### 6. Program Reward Selections

Reward selections are due no later than April 16<sup>th</sup> at 11:59 PM. If there are selections that have not been made by this date, Council will select the default option.

You can pull the "Reward Selection" report in Digital Cookie to see the selections your Girl Scouts have made and enter them in Smart Cookies.

Opt-out troops still need to create a recognition order in Smart Cookies as there are patches, camp credit, and membership rewards they can earn.

### Links

- 1. Bling Your Booth
- 2. <u>B2B Bingo</u>
- 3. Evening with a Cookie Expert
- 4. Outstanding Balances
- 5. Girl Cookie Order Details Report
- 6. Virtual Cookie Share
- 7. Adding Girl Financial Transactions

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
6	7	8	9	10	11	12
Cookie Booths Until April 13th			Evening With a Cookie Expert	Cookie Booths Until April 13th		
13	14	15	16	17	18	19
Last Day of Program	Camp Credit Earner Email		Final Reward Selection Due	ACH Email to Troops		Deposit \$\$ into Troop Bank Account