

## Step by Step How to Submit Your Cookie Order

Every Juliette who has participated in the Cookie Program **must** complete the [2025 Juliette Cookie Program - Cookie Order Form](#) by **February 16th**.

1. If your Juliette only sold cookies using Digital Cookie and will not be ordering extra cookies, please skip to step 6.
2. If your Juliette only sold cookies using Digital Cookie but will be ordering extra cookies for booths, please skip to step 4.
3. If your Juliette used a paper order card, total each variety of cookie on your order card(s) and double check your counts. Use one card to write your customer totals for each variety.
  - Do **not** include any girl delivery from Digital Cookie in your counts
4. If you are ordering extra cookies for booths, please use the Cookie Booth Breakdown: How Many Cookies guide at [www.gsmw.org/juliettescookies](http://www.gsmw.org/juliettescookies) to help you decide how many extra cookies you want. If not ordering extra cookies skip to step 5. Keep in mind the following when ordering extras.
  - GSMW will add your paper order totals to your girl delivery totals from Digital Cookie and round up to the next case (12 pkgs/case for each variety) so after you have decided on how many extras you want, you may need to make some adjustments.
  - Do not over order as cookies **cannot** be returned or exchanged
  - Write the amount of extra for each variety on a row of one of your order cards
  - Add your customer total to your extras wanted for your grand total and write this on your order card

5. Take a clear picture/scan of your order card(s) that includes customer orders and totals.
6. Every Juliette will submit the Juliette Cookie Program – Cookie Order Form at [www.gsmw.org/juliettescookies](http://www.gsmw.org/juliettescookies) by **February 16th**.
  - Each variety total from the paper order card(s) will be added to each variety total for girl delivery from Digital Cookie and rounded up to the next case (12 pkgs/case).
  - If your Juliette participated online only using Digital Cookie and has girl delivery orders, those variety totals will be rounded up to the next case (12 pkgs/case).