

Service Unit Key Dates

September 24th

All volunteers have access to M2 Online System (M2OS).

October 2nd

Fall Product Program begins. Girl Scouts can sell online and with their paper order card. Caregivers may access M2OS.

October 14th

Service Units enter delivery information for products and rewards in M2OS.

October 25th by 11:59PM

Caregiver paper order card entries due into M2OS. Do not enter online Girl Delivery orders: these items are automatically added to a girl's order.

October 29th at 11:59 PM

Online Girl Delivery orders end.
Service Units review/edit troop orders.

November 13th

Last day for Cadette, Senior, Ambassador (CSA) troops to opt out of rewards.

November 16th - 24th

Nuts/candy delivered to Service Unit (SU) Product Managers. Product must be picked up by troops by the 24th. Get signed receipts from all troops and send them to council after pickups are complete.

November 18th at 11:59 PM

Online sales end.

November 19th by 11:59 PM

Girl Scout reward choices due in M2OS.

December 8th

Outstanding Balance Forms with receipts due to council.

December 10th

Automatic Clearing House (ACH) email sent to troops with balance due.

December 15th

ACH sweep for 100% of balance due.
Troop pickup receipts due to council.

End of December/January

Rewards distributed to girls.

2026 Fall Product Program Service Unit Information Guide

As a Service Unit, you're essential to the success of the Fall Product Program. From supporting troops to coordinating deliveries, your role keeps everything running smoothly. Please use this guide to review key dates, Product Program guidance, important reminders, and more!

Materials Checklist

Please confirm that troops have received their program materials by the week of September 15th. Email customercare@gsmw.org for additional materials.

Girl Scout Materials

- Caregiver Guide
- Paper Order Card
- Money Envelope
- Challenges Flyer

Troop Materials

- Troop Envelope
- Challenges Flyer

Troop Proceeds

Troops receive 15% of total sales and proceeds are automatically calculated in M2OS. Troops can view the total amount earned by selecting the "Banking and Payments" link from the Troop Dashboard. *Cadette, Senior, and Ambassador (CSA) troops may opt-out of rewards by November 13th to receive an additional 2% in proceeds.*

Rewards

Rewards are automatically calculated in M2OS where they can be viewed by girls during the program. They must select their reward choices by November 19th at 11:59 PM. *If this is not completed, the default choice will be selected.* Rewards will be delivered from late December through early January to the address provided in M2OS.

- Count all rewards and compare to packing list prior to sorting them for troop pickup.
- Report any damages to customercare@gsmw.org within two weeks of receiving items.
- Have troops double check their rewards order and sign receipts at pickup.
- To view reward information for troops, log into www.gsnutsandmags.com/admin and click "Delivery Tickets" from the dashboard menu. Scroll to the rewards section, or choose the "Reports" link to get reward information for troops.





Your M2OS Account

You will receive an email invitation from M2OS to create your account password. As a Service Unit Product Manager, you will have admin-level access to M2OS.

Once you set up your account, you can access it by going to www.gsnutsandmags.com/admin. *Be sure to create your Me2® Avatar.*

Delivery Preparation

Enter your delivery information for products **and** rewards in M2OS no later than October 14th. Product and rewards can be delivered to your home or business location. *Your reward address can be different from the product delivery address.*

Product Delivery: Include information that will be helpful to the delivery agent, such as the name of the business, or a preferred entrance for the location. *Product cannot be delivered to a PO Box.*

Rewards: Delivery will be in December/January and will ship to the address in M2OS.



Delivery and Distribution

Delivery: Nut/candy items will be delivered November 16th - 24th. Look for a delivery notification email around November 11th from Council. If a time is not listed in the email, you will be contacted by the delivery agent at least 24 hours in advance via phone/email regarding a delivery time.

When the agent arrives, review the delivery ticket carefully. You must be present to count, inspect, and sign for all nut/candy items. Verify that the quantities match exactly before signing. Unlike the Cookie Program, you can receive partial cases and individual items.

Review and sign the delivery ticket to confirm you have received all listed products. *Be sure to note any shortages before signing.* The agent will provide you with a copy of the signed delivery ticket for your records.

Report any discrepancies/damages found after initial delivery (with photos) within two weeks to council at customercare@gsmw.org.

Troop Distribution: Log in to www.gsnutsandmags.com/admin and click "Delivery Tickets" from your SU Dashboard. Print two copies of each troop delivery ticket to use when sorting orders and have troops sign both copies at pick-up. You'll retain one for your records, and the troop will retain the other copy.

When reading the delivery ticket, be mindful of full cases vs. single pieces when sorting orders. **In the Fall Product Program, troops can order single pieces of product.** Remind troops that the delivery ticket includes items from paper order cards and Online Girl Delivery.

Sort products by troop order and attach the appropriate delivery ticket to each order. Then, schedule a time for each troop to pick up their orders. Send signed receipts to council by December 15th.



Stay in the Loop

We've got lots of ways to keep you posted all season long! Here's where to find updates:

- **Fall Resources**
www.gsmw.org/fallforall
- **Text**
Text **FALLFORALL** to (406) 501-9025
- **SUPM Band Page**
Email product@gsmw.org to join.
- **Email Updates From**
 - » Product: product@gsmw.org
 - » Accounting: accounting@gsmw.org
 - » Council: gsmw@email.girlscouts.org
 - » M2OS: email@mail.gsnutsandmags.com