



Cookie Booth Agreement for Troop Leaders and Troop Cookie Managers

Thank you for participating in Cookie Booth Sales for Service Unit ___. In order to be consistent in our booth selection process and to leave a very positive impression so businesses will invite us back in the future, we ask that you adhere to the following guidelines.

1. Troops should respect service unit boundaries and ask for permission to establish a booth in any other service unit's borders. This should be done prior to contacting the business of the desired location.
2. Troops cannot go outside of GSCM's council boundaries without prior permission from the Director of Product Sales.
3. Service Unit Cookie Managers or Troops should upload all booths in Smart Cookies.
4. Cancelled booths should be reported in Smart Cookies prior to the original date so that customers are not disappointed when they arrive at a location and find no cookies. This also gives another troop the opportunity to schedule the location.
5. If there is a scheduling conflict with another troop at the booth, contact the SU Booth Sales Coordinator of the location. The SU Booth Sales Coordinator's decision is final.
6. A business has the right to approve another organization to sell at the same time of your troop's cookie sales. If this happens at your troop's booth, continue as planned and be polite to the other organization.
7. Only Girl Scouts registered for the current cookie year can sell cookies. Unregistered girls and siblings cannot sell cookies.
8. Each girl (and her guardian) in the troop must sign a Cookie Booth Etiquette form prior to booth sales.
9. Girl Scout uniforms or other Girl Scout attire must be visible on all girls at the cookie booth.
10. Since Girl Scout Cookie sales is a girl-led business, the girls should be doing the bulk of the cookie selling and girls' voices should be heard more than those of adults at cookie booths.
11. Only Girl Scout cookies should be on the table and being sold at the cookie booth – no other products.
12. Adults assigned to work a cookie booth should manage the girls at the booth so that their presence there is safe and pleasant for the business and its customers.
 - Girls should walk, and not run, at all times during the booth sale.
 - Girls should not be on curbs or in the parking lot during booth sales.
 - Displays, shopping carts and doors should not be touched or interfered with by girls.
 - Girls' voices should only be heard by the business' customers in reference to cookies.
13. Adults assigned to work a cookie booth must ensure that the troop cleans up and leaves no trash in the area at the end of the scheduled time for the booth.

Troop Leader's Signature _____ Date _____

Cookie Manager's Signature _____ Date _____