

Week of February 6, 2023

Cookie Program News

Welcome to this week's Cookie Program news. It's delivery week!

Upcoming Important Dates

February 7 | Cookie Booth sign ups open at 7 p.m.; troops can choose 10 more locations; no chain limit.

February 9 | Unlimited Cookie Booth sign ups open again at 7 p.m.

February 9 | Last day for packages sold through Digital Cookie to count towards the bonus Goal Getter rewards.

February 10-16 | Cookie Pickup Week

Important Updates

Cookie Pickup

Cookie Pickup week has arrived, and we're excited to get those cookies!

Your pickup time is very important, to ensure everything runs smoothly, please review pages 14 & 15 of your [Cookie Book](#). The most important guideline is to please arrive on time at your scheduled time and location. Make sure your vehicle is cleared out and ready for cookie cases. Cookie order sheets (also known as bubble sheets) will be provided for you to follow along and count and sign for your troop's order, but you can print your own confirmation from the Delivery tab in eBudde.

At your cookie pick up, you'll also receive any Mini-Plush Dolphins that any girls earned during their initial orders. The Dolphin Mood Rings (the troop PGA

initial reward) is currently on backorder but will be arriving with all final rewards in April.

It's also a good idea to consider having a "plan B" in place should something happen, and you are no longer able to make your pickup. See if another troop might be willing to help or ask another volunteer or caregiver within your troop to be on stand-by. If you are unable to get to your location, connect with Customer Care right away for assistance.

You will be asked to verify cookie counts before they are loaded into your car, so be prepared to step out of your vehicle. Some pickup locations are inside warehouses, however many are outdoors, so definitely dress for the weather! Once you have verified counts, cookie cases will then be loaded into your vehicle. If you are concerned about anything after cookies have been loaded into your car, you may pull out of line and into a parking spot to review and verify cases. If anything needs to be corrected, this must be done before you leave the premise.

eBudde Reminders

Goal Getter

The Goal Getter phase officially ends on Thursday, February 9. A report will be pulled by council staff to record all sales made in Digital Cookie from the time your troop submitted your initial order through February 9. All girls with 18+ packages sold through Digital Cookie during this time, will earn the Goal Getter action patch. Girls with 38+ packages sold through Digital Cookie during this Goal Getter phase will earn the Dolphin Multi-Tool. There is nothing additional that troop cookie managers will need to do in eBudde for these bonus reward opportunities.

Additional Orders

Keep in mind, orders for Girl Delivery and any offline additional orders will now need to be manually entered into eBudde for each girl to receive credit.

Orders can be fulfilled from your troop's extra inventory after you've dispersed their initial orders or through a cookie cupboard.

Girl Delivery Orders After IO

Troop cookie managers should connect with caregivers periodically regarding additional Girl Delivery orders approved in their Girl Scout's Digital Cookie site. You will need to get these cookies to the girls as we continue through the program. There is an easy way to view these orders in eBudde if you are concerned about missing any orders for girls. Watch the [Viewing Girl Delivery Orders in eBudde](#) Tidbit Tutorial video.

Cookie Cupboards

Cookie Cupboards will open for placing orders in eBudde on February 20. Then, most Cookie Cupboards will officially open for business on February 24, at the official start of Cookie Booth season. The delivery agents from our warehouses will be working with cupboard volunteers after our delivery week has concluded to then stock each cupboard. To see the cupboards in your area, simply open the Map from your Dashboard in eBudde or you can go to the Transactions tab and view the list by starting a new transaction. Some cupboards may not be listed yet if they are still working on updating their open days and hours.

Don't forget to check out our [2023 Cookie Program for Troop Cookie Managers](#) Tidbit Tutorial videos for more on using the [Girl Order Tab](#), entering cookie cupboard orders, allocating booth cookies and more!

Digital Cookie Reminders

Since we have officially submitted all initial orders to the bakery, Digital Cookie donated orders are continuing to automatically flow into eBudde. Keep in mind, only the donated orders will show in the Girl Order tab now though the end of the program, shipped orders will show once that opens on February 27.

Payment for the Girl Delivery orders are also flowing into the Girl Order tab, however once those girl delivery packages are physically handed off to the Girl

Scout, they will now need to be manually allocated now. Check out pages 20 & 21 of the [Cookie Book](#) for instructions or watch our [Girl Orders Tab](#) tidbit tutorial video.

Caregiver Reminders

Now is a good time to check in with your caregivers to confirm any additional orders they may have or any Girl Delivered orders from Digital Cookie. Remind them of your cookie pickup dates and deadlines!

Cookie Distribution Tips

We recommend that after you pick up your initial order cookies, you pre-sort them by each participating girl, before you contact your caregivers to pick up their orders from you. From there, complete the receipts (included in your cookie materials kit) with number of cookie boxes and any balance due from those paper card orders. Ensure that each caregiver has carefully counted and verified that their cookies match what is on their receipt. Both you and the caregiver then should sign the receipt, you keep a copy and provide one to the caregiver. It is very important that you collect a signed receipt from your caregivers whenever cookies or money are exchanged. We also recommend scheduling specific pickup times with your caregivers so that you can stagger the appointments to allow for a smooth pickup experience.

Resource Highlight

Viewing Girl Delivery Orders in eBudde

We understand that this portion of the Cookie Program can often get a little tricky. Girls have additional orders coming in from every which way, so how do you keep track? We also know that relying on caregivers to tell you their additional Girl Delivery orders from Digital Cookie comes with its own challenges. But no worries, there is an easy way!

Girl Delivery orders after the initial order phase is complete (that means now!) can easily be viewed through eBudde. We've broken it down on page 21 of the [Cookie Book](#), but we've also put together this [Viewing Girl Delivery Orders in eBudde](#) Tidbit Tutorial to further walk you through the process. Keep in mind, viewing those orders this way is just an FYI, those cookies will now need to be manually allocated to girls as you are able to fulfill them.

Have questions? The Customer Care Team is here to help! Contact us at customercare@gsw.org or 888.350.5090.