## Week NINE (February 28 – March 6)

- As we are approaching our last weekend, you need to look at your inventory and make sure you have enough booths scheduled to move what you have. This is the time for you to reach out to your SU Cookie Manager or Membership Specialist if you feel you have an abundance of any variety. They will be able to try and help you transfer them to other troops. You can also post on our Product Program Facebook page.
- Transferring cookies with other troops **MUST** be in multiples of 12. It does not have to be all one variety if they are all \$5 or all \$6 cookies for each case. NOTE: You cannot transfer partial cases or cases mixed with cookies of different prices.
- Send a reminder to each girl/parent that still owes money and let them know the final deadline for turning in ALL money owed. DO NOT wait until the very end.
- Be prepared to fill out a <u>Product Program Problem Report</u> for parents that have outstanding balances after the program has ended. You must be able to provide GSLPG with receipts of when you gave out cookies and when you received payments.
- March 1 Mardi Gras Please remember all council offices and cupboards will be closed in observance of Mardi Gras.
- March 4 6 Cookie Booths Final Weekend
- March 5 ALL Cookie Cupboards close.
- March 6 Cookie Sale Ends
- Check the transaction tab in eBudde to see make sure all transactions are correct. This will
  include Initial Order, Troop to Troop transfers and pick-ups from any Cookie Cupboard. Report
  any discrepancies immediately to your SUCM or info@gslpg.org

