Week 4 (January 23-30)

January 24 is the deadline for Troops to submit their Initial Order. This includes cookies and rewards. TCM's have until 11:59pm to enter their orders. After this time, you will be locked out of the initial order tab. Please enter all orders and make necessary adjustments prior to this time. Offline orders parents add to Digital Cookies from order cards do not carry over to eBudde. You must add them on the order card line. It is just to help them track their girl's goal. DOC online orders do.

Not sure how to place your order, the following links from the eBudde Help Center can assist you.

- Microburst Training Video Initial Order Tab
- Written Resource Initial Order Tab
- If your troop has earned the Initial Order reward by having a pga (per girl average) of 300+, please make sure to choose a shirt size for each girl AND 2 adults or it can delay ordering. NOTE: You can't add cookies then later remove from a girls Initial Order. The girl Initial Reward should only be for those girls that truly earned it by having 275+ pkgs sold on her pre-sale order.
- Please remember that Digital Order Cookies for girl delivery must already be approved by the parent for them to be included in your Initial Order. Approved cookies will already be listed under the girls' name. You will only need to enter the packages from her paper order card.
- You need to consider your booth sale needs for the 1st weekend. Your booth sale cookies should be placed in the "Booth" line to pick them up with your initial order. All orders are rounded to the case, so be sure that you review your "Extra" line when considering your additional order for booths.

TAKE STOCK AND RESTOCK!

Deciding how many packages to order for booth sales isn't an exact science, but here are average sales per cookie variety to give you an idea of how many to order:



| Samoas [®] | 23% |
|----------------------------|-----|
| Thin Mints [®] | 22% |
| Tagalongs [®] | 14% |
| Trefoils [®] | 12% |
| Do-si-dos [®] | 10% |
| Lemon-Ups [®] | 9% |
| Girl Scout S'mores® | 7% |
| Toffee-tastic [®] | |
| | |

New cookie for booths, such as this season's Adventurefuls™, typically represent 8%–10% of sales.

- The **Delivery tab** will be open once you submit your order. At this time, you can choose your location and time slot. Please note that all areas do not require a time selection. This will be only for the larger warehouse type pickups. All other areas will be contacted by your SUCM or Council staff with a date and time for pick up once the delivery agent determines their route.
- Please continue to remind girls and parents that they can keep selling to help the girls reach their goals. The
 Digital Cookie platform is still available, and they can continue to keep taking face to face orders using the Goal
 Getter forms.
- Make sure you let the girls and their parents know to plan on delivering preorders as quickly as your order is
 received and distributed to girls. These customers are your family and friends, and they are disappointed when
 booth sales are happening, and they do not have their cookies.
- Set a date for collection from your parents of their preorders. You will need these early payments to meet your 1st ACH sweep of 50% of your initial order on February 16.