

Girl Scouts of Louisiana – Pines to the Gulf 2023 Cookie Program

Week 7 (February 13 - 19)

- The first week of booth sales is complete and girls should have wrapped-up preorder deliveries. Ensure that the money you have collected from your parents has been deposited this week in preparation for the first ACH sweep.
- **February 15 – [ACH Funds Shortage Report](#) due by 12 noon.** The list is pulled at this time so the **form** must be submitted. If you are not going to have the required amount you **must** fill out this form and be prepared to discuss the issue. You must pay all that you can toward your balance due. You can not just delay making a payment.
- **February 16 - 1st ACH Sweep** - This amount is listed on your Troop Sales report in eBudde. It is 50% of your Initial Order cookies minus any DOC payments.
- **February 18-20 - Cookie Booths**
- Booth Sale Reminders:
 - ALL council booths must have a minimum of 2 girls and 2 adults.
 - Girls should be interacting and engaging with customers and not waiting for someone to come to them and ask. But do not be aggressive either and block entrances.
 - Make sure and check eBudde for specific store instructions on where to set up.
 - Release any booths in eBudde that you will not be using so others can. (Retail partners expect girl scouts to be present during the agreed upon time frames)
- Please review the video on [How to Use the Girl Orders Tab](#) to keep accurate records and to see what orders came in after IO tab had closed.
- For all Girl Delivery orders made **after** Initial Orders, a credit will be displayed under the girl's name. You will need to remove the cookie variety from the troop's inventory and allocate it under the girl's name. You can get this information utilizing your Digital Cookie report, the DOC by variety report and under each girls "all Orders" drop down choosing after IO in eBudde. These cookie orders should be filled from your troop inventory extras as they have already been paid for by customers.
- Update eBudde with cookies allocated to girls and payments made on a weekly basis. Cookies/Money also need to be moved from you Troop Site to your girls.
- We encourage you to continue to collect money from girls and make deposits. Do not wait until the end of the program to collect it all. Collecting early helps you identify any problems that a parent might be having. It also provides time for the council to help you work through them.
- NOTE: Parents of IRM girls will follow the same timeline but will need to make a payment at either the Lafayette or Shreveport shop (either in person or on the phone) or reach out to info@gslpg for a bank near you to make a deposit.

