

Cookie Program Info for Parents



1

Cookie Mascot— Giant Panda

- Spend 10-16 hours a day sniffing and crunching on food—mostly bamboo.
- Newborn panda cubs are born pink, hairless and they can't see and are about the size of a stick of butter.
- All pandas found in the wild live in bamboo forests high in the mountains of Southwest China.
- Love to roll, tumble, swim, and climb.



2

2




Cookie Program Dates

- **Sat., Dec. 14**—Girls can begin taking orders & Digital Cookie Opens.
- **Fri., Jan. 3**—Any paper orders are due in Digital Cookie (or must be given to the TCM for entry)
- **Throughout Feb.**—Make deposits to your TCM or co-leader AND Pick-up cookies
- **Fri., Jan. 31**—Council booths begin—your troop may start independent booths as soon as you have cookies
- **Wed., Mar. 5**—Digital Cookie closes for the season—ALL girl-delivered orders should be delivered by this date
- **Fri., March 7**—
 - Girls must give final reward choices to TCMs for entry into volunteer site
 - 100% of money is due to TCM (this is the FINAL due date; troop may have an earlier due date)

Add these dates to your Family Guide and set phone reminders!

3



Cookie Program Terms

Community Cookie Manager (CCM)—Handles the Community's cookie program and works with council.

Troop Cookie Manager (TCM)—Handles the troop's cookie program and works directly with CCM. Should be parent's **FIRST** point of contact for issues/questions.

Digital Cookie—Online system used to enter initial paper orders for girl delivery in January, track online sales, send customers emails and so much more!

Gift of Caring (GOC)—Monetary donations donated as products to 4 GOC organizations—USO, Fischer House, Ronald McDonald House, San Antonio Food Bank

Receipts—All TCMs are provided with receipt booklets. Receipt **MUST** be completed and signed by both parties each time cookies and/or money are exchanged.

DO NOT accept cookies OR make a deposit without a receipt!

4

What does your TCM need from you?

- Girl Permission Slip—*scan the QR code for online permission slip*
- Current 2024-2025 Girl Membership
- Updated parent contact info for troop records



Scan the QR code or use this link to access the permission slip:
<https://bit.ly/2025gsswtcookies>

Reminder: Digital Cookie access will be tied to the parent's MyGS primary email address—check your MyGS for troop #, primary caregiver and primary email address

5

Cookie Program Materials

- Order Card—for girls to take any in-person orders
- Money Envelope—collect cash from paper orders when delivering cookies and keep safe until turned into your TCM
- Family Guide—important info about the program for families, all program rewards, and steps to access Digital Cookie.



6

6



Participation

Girls can...

- Go door-to-door
- Reach out to family and friends
- Set up and share their cookie link on Digital Cookie by text and e-mail
- Participate in cookie booths with her troop
- And anything she and her troop thinks of!

7

Initial Order

Girls can take pre-orders from Sat., Dec. 14 until Fri., Jan. 3 for cookie delivery at the end of January!

Who: Girls with a permission slip and current membership

What: Girls can use their order card or any other marketing material she wants to collect interest and orders

How: Parents will enter paper orders in Digital Cookie by Fri., Jan. 3, OR provide order info to your TCM for entry in the volunteer site by Sun., Jan.5. (NOT both—don't duplicate)








8

Cookie Booths & More

Once cookies are available at the end of January, girls can participate in cookie booths, load up a wagon of cookies, or run her business online!

Who: All girls with a permission slip can participate in booths & more

How: As cookies are needed—talk to your TCM and provide them a complete list of what is needed. Your TCM can also sign your troop up for booths.

NOTE: You should only ever have an **unpaid balance of \$500 per girl (i.e. 100 unsold packages) at any time**—your TCM may request a deposit as needed



9

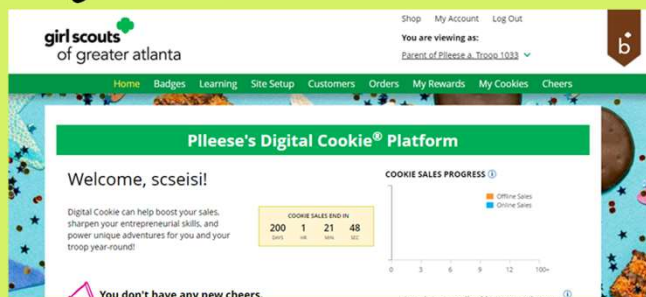
9

Digital Cookie Website & App

Digital Cookie is an online site girls can use to market their cookie business and take orders for girl delivery, shipped, or donation to the USO!

The Digital Cookie app is available on Google Play or the Apple App Store.

Troop Digital Cookie: Your troop may also have a Digital Cookie site that accepts credit cards while at cookie booths.



We **STRONGLY** recommend you delete and download the app fresh each year

10

10



Process for Digital Cookie Orders that are placed for girl-delivery!

Note: All shipped and donated orders are handled by GSUSA/council and take no extra work!



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11

11

1

Review the Order

Do you know the customers? And are you willing to deliver to this customer's location?

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Approve or Deny within 5 Days

Approve if you know them and are willing to deliver;
Deny if you don't know them or they are too far!

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Request Cookies

If order is approved before initial order due date, cookies will be received with your initial order and you don't need to request them.

After initial order, you must ask your TCM for cookies to fill these orders.

4

Deliver to Customers

Girl Scout and adult should deliver cookies to customers within two week of receiving the order **AND** mark as delivered in Digital Cookie.

12

12

Picking-up Cookies

- Your TCM will receive all initial cookie orders from Jan. 22-25
- You can expect to pick up your initial order on: _____
- Your TCM and Pick-up Users can get cookies from pick-up sites beginning Jan. 28
- When picking up any cookies, you will count and sign using a Product/Money Receipt
- My Troop Cookie Pick-up Process: _____

13

13

Program Money

- Paper order cards—Customer pays cash or credit/debit card via Digital Cookie at the time of delivery
- Online orders—Customers pay with a credit card for online orders in Digital Cookie
- 100% of money is due to troop account BY Fri., Mar. 7—parents should make final deposits on: _____
- Money can be given to the TCM, Co-Leaders, or Money Managers and a receipt must be completed
- All parents will have an amount due in cash to the troop—unless all orders were placed on Digital Cookie
- Cookie money should **NEVER** be put into your personal account

14

14

Rewards



- Girls receive rewards based on number of packages sold
- All rewards are listed on the Family Guide and order card
- TCMs are responsible for entering reward choices in the TCM online site on or before Fri., Mar. 7
- If rewards are not chosen, default rewards will be issued, as marked on the family guide and order card

15

Social Media



- Girls can post to their parent's social media letting friends and family know about their Girl Scout Cookie Business
- Council strongly suggests you do not post girl Digital Cookie links on social media as they may be shared with people you do not know
- Only share storefront links with friends and family you know AND are willing to deliver to locally
- Council's full social media guidelines are available on the cookie program webpage

16

QR Code to Product Program Linktree



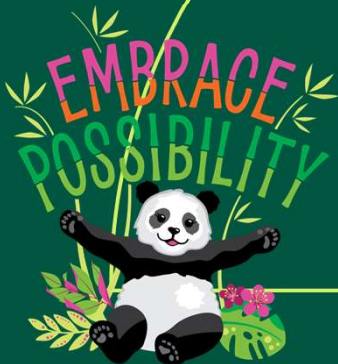
Scan the QR code or use this link to access the Linktree: <https://linktr.ee/gsswtcookieprogram>

17

17

Have questions or issues during the program?

Contact the Troop Cookie Manager
or Product Program at
customer care@girlscouts-swtx.org!



18

18



Got questions about shipped Digital Cookie orders?



Scan QR code or use this link to access Digital Cookie help:
<https://bit.ly/digitalcookiehelp>

19