

Cookie Program Info for Parents



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.





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!

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!

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

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



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

girlscouts of southwest texas

Family Guide 2025 GIRL SCOUT COOKIE PROGRAM

Program Dates
Saturday, December 14 - Wednesday, March 5

Unanswered cookie questions?
Ask your Troop Cookie Manager and/or email us at customerservice@girlscouts-ewtx.org.

Troop # _____ Community _____

Troop Cookie Manager (TCM) _____

TCM Phone _____ TCM Email _____

IMPORTANT DATES:

- Initial cookie order due in Digital Cookie by **Friday, January 4**
- Pick up initial cookie order from troop around **Thursday, January 23 - Sunday, January 26**
- Final payment is due to the troop by **Wednesday, March 5**—this is also the last day to accept credit card payments via Digital Cookie

PARENT DESCRIPTIONS:

- Respect all troop instructions and **don't drink!**
- Money is due to the troop each week.
- You are responsible for paying \$5 per package of cookies you sign for; cookies cannot be returned.
- You and your Girl Scout MUST deliver ALL Digital Cookie orders that you approve in the site.
- Do not share your Digital Cookie link with anyone you don't know personally.
- Be adult-only leaders—the Girl Scout Cookie Program is a GIRL program and running the program (with the help of an adult) is how she learns lifelong skills.

Absolutely maximum unpaid balance cannot exceed \$500 (except for paper orders submitted during initial order)—absolutely NO additional cookies will be issued if unpaid balance exceeds this limit.



Little Broomfield girlscouts cookie program

POWERING year-round adventures for girls

IF FOUND RETURN TO:

Troop # _____

Number of packages sold _____ Money due \$ _____

Number of extra packages sold _____ Extra money due \$ _____

Total money enclosed \$ _____

Date money is due _____



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.





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!

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)

EMBRACE POSSIBILITY

[illegible]

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



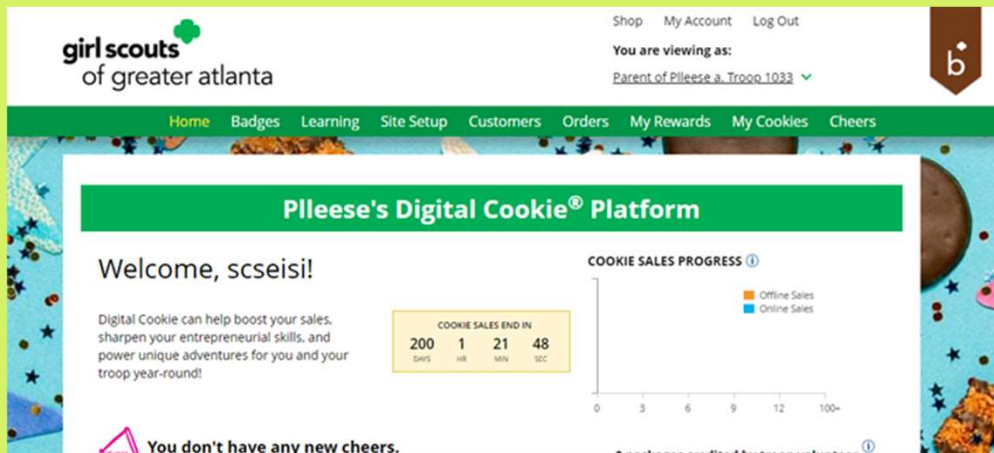
Digital Cookie Website & App

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





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!

(Next slide)

1

Review the Order

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

2

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!

3

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.



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: _____

TROOP NO. 1234		REPORT CODE	DATE 2-15-25	FROM
NO. OF CASES	NO. OF PKGS.	VARIETIES	AMOUNT DUE	
1		Adventurefuls™		
1		Lemon-Ups®	\$620	
1		Trefoils®		
2	2	Do-si-dos®	\$0	
2	2	Samoas®		
2	2	Tagalongs®		
2	2	Thin Mints®		
4	4	Girl Scout S'mores®	\$620	
TOTAL				

RECEIVED BY (SIGNATURE) _____
 RECEIVED FROM (SIGNATURE) _____
 GIRL'S NAME: Salluc.

girl scouts®
 Little Biscuits BAKERY

(IMPORTANT: BE SURE TO SHOW TROOP NUMBER ON ALL RECEIPTS)



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

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

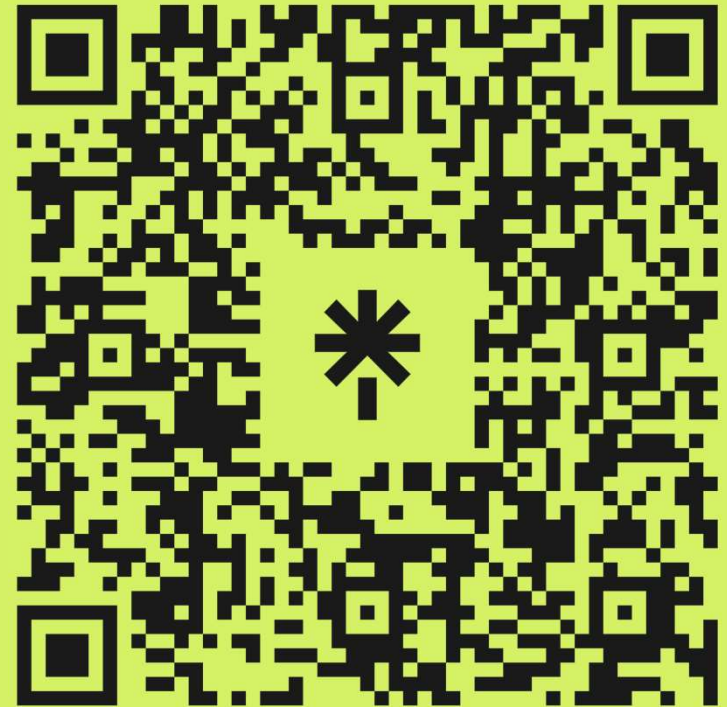


Social Media

- 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



QR Code to Product Program Linktree

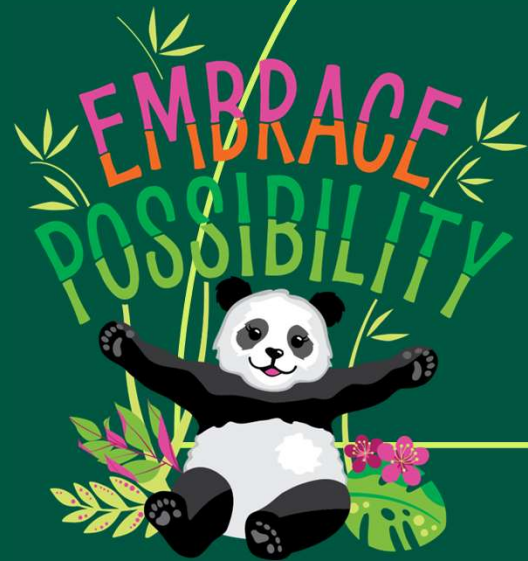


Scan the QR code or use this link to access the
Linktree: <https://linktr.ee/gsswtcookieprogram>



Have questions or issues
during the program?

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



Got questions about shipped Digital Cookie orders?



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

