

Troop Pre-selling Checklist

- NEW TROOPS: Open a troop bank account if you or your troop leader have not already done so. GSGLA policy requires each troop to have a bank account before they can participate in Product Programs. Contact Customer Care at 213-213-0123 for information on opening a troop account.

- All girls who wish to participate must be registered with GSUSA and have a signed Parent/Guardian Permission & Responsibility Agreement turned in and on file with their Troop Leader (form online at www.girlscoutsla.org).

- You must have internet access and an email address to manage your troop in M2OS and to receive important updates from your SUFPC and GSGLA throughout the program. See Google, Yahoo! or Outlook (Hotmail) to set up a free account.

- Submit the following completed forms no later than the due date listed to ensure you receive sales materials and M2OS access prior to the start of the program (found online at www.girlscoutsla.org):
 - Troop Fall Product Chair Position & Agreement (you must include your email address to receive access to M2OS!)
 - ACH Debit Authorization form and voided troop check

- Check your email often throughout the program for important updates and critical date reminders from your SUFPC, Product Programs Manager (PPM) and GSGLA. Visit www.girlscoutsla.org for useful resources and program information. Contact your SUFPC with any additional questions you may have!

- Arrange with troop leader the date, time and location for training your Girl Scouts and parents/guardians.

- Review Safety Activity Checkpoints guidelines on “Council Sponsored Product Sales” at www.girlscoutsla.org.

- For the latest information on the GSGLA Product Programs, we strongly recommend that girls, parents, and Troop Leaders “LIKE” GSGLA on Facebook. Find out first on Facebook!