

# Drive-through Booths

## Location

- Look for a spot that would not normally host a booth sale in order to avoid conflict with nearby booths. Check eBudde to confirm!
- Parking lots with good visibility and easy ingress and egress are perfect.
- Large enough to handle the anticipated volume of cars and booth set-up safely. When looking for a location for a drive-through booth, always keep the girls' and adults' safety in mind.
- Suggested locations might be a school, place of worship, or bank parking lot without other businesses to avoid excess parking lot traffic.

## Obtaining Permission

- Print out the Booth Site Permission form from [www.girlscoutsla.org](http://www.girlscoutsla.org).
- Obtain written permission from property manager/owner.
- Enter it in eBudde following the instructions for special booths.
- Your SUCPC or SUBC will review your request to determine the feasibility and approve or deny on a case by case basis.

## Suggested Equipment

- Signs, Bow Banner, etc.
- Cookie Costumes
- "Easy-up" type awning(s)
- Tables (6' or 8' long)
- Traffic cones to help direct traffic flow

## Adult Supervision

- Be sure to have enough adult supervision at all times as this type of booth requires much more supervision than a regular store-front type booth.
- Adults to direct incoming traffic to the booth.
- Adults to supervise girls at the booth.
- Adults to direct traffic exiting booth area.

## Location Set-up

- Booth must be set up in such a way that girls NEVER approach vehicles.
- Set tables up between where the girls will stand and cars will pass by. If booth is a parking lot sale rather than a drive-through, be sure to indicate proper parking locations to customers.

