

Timeline

December

- ☐ Troop Cookie Chairs (TCCs) attend their service unit's cookie training or watch the training modules and complete the quiz on gsLearn.
- ☐ Troops must submit the *TCC Agreement* and *ACH Authorization* eForms (including a voided troop check) to receive materials and access to eBudde. (Troop must have also submitted their Year-End Financials for the 2024/2025 membership year.)
- ☐ TCCs contact parents/caregivers to verify that Girl Scouts will be participating; send invite to a Girl Scout/parent/caregiver for cookie training. Collect *Parent/Guardian Permission/Responsibility Agreement* form if not already received.
- ☐ TCCs visit www.girlscoutsla.org to view/download the eBudde Manual.
- ☐ TCCs receive eBudde access email.

January

- ☐ Girl Scout/Parent/Caregiver Cookie Training – explain the Cookie Program and distribute materials. Talk to parents/caregivers about their availability/commitments for booth days/times, so you are prepared for choosing booths.
- ☐ **Attend a Cookie Kick-off** sponsored by your service unit or a nearby service unit.
- ☐ **January 6** – Digital Cookie opens and Girl Scouts can start sending emails to customers. Girl Scouts may also take orders via order card or door-to-door.
- ☐ **January 7, 8:00 p.m.** – eBudde Booth Scheduler opens for Round 1.
- ☐ **January 9 8:00 p.m.** – eBudde Booth Scheduler opens for Round 2.
- ☐ **January 9** – Starting Inventory Order (SIO) due in eBudde by 11:30 p.m.
- ☐ **January 30-February 1** – Starting Inventory Order delivery to troops.

February

- ☐ **February 1 – GO Day! Cookie Program begins** with cookies in hand. Girl Scouts may start delivering cookies to customers.
- ☐ **February 3** – Cookie Cupboards begin to open. See eBudde for specific dates.
- ☐ **February 6 – Boothing begins.**
- ☐ **February 10-11** – Starting Inventory Order returns. See eBudde for cupboard hours/locations.
- ☐ **February 16-March 10** – Even exchanges of whole, sealed cases accepted at designated cupboards. Exchanges *exclude* bringing back Toffee-Tastics.

- ☐ **February 20-22** – National Girl Scout Cookie Weekend.
- ☐ **February 23-March 10** – Individual package pick-ups allowed at cupboards.
- ☐ **February 26 -March 8**– Consignment cookie orders now available.

March

- ☐ **March 8** – Cookie program ends.
- ☐ **March 10** – Last day to return consignment orders at designated cupboards.
- ☐ **March 10** – Last day to pick up cookies for girl delivered orders at designated cupboards.
- ☐ **March 14** – Last day for TCCs to enter all C4C packages, troop transfers, and complete all girl cookie assignments in eBudde. Must be completed by 11:30 p.m.
- ☐ **March 16** – Last day to submit ACH Debit Adjustment Request form by 5pm
- ☐ **March 26** – **ACH debit for troops owing money.** Parent/Guardian Discrepancy Reports due to PPM.
- ☐ **March 31**– ACH credit for troops that are owed money.
- ☐ **End of March** – Print girl rewards report from eBudde. (Note: eBudde will go dark in July/August and you will not have access after then.)