

Calendar Checklist

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 2023/2024 membership year.)
- TCCs contact parents/caregivers to verify that Girl Scouts will be participating; send invite to a girl/parent/caregiver cookie training. Collect *Parent/Guardian Permission/Responsibility Agreement* form if not already received.
- TCCs visit girlscoutsla.org to view/download the eBudde Manual.
- TCCs receive eBudde access email.
- December 18, 8:00 p.m.** – eBudde Booth Scheduler opens for Round 1.

January

- Girl / 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 3, 8:00 p.m.** – eBudde Booth Scheduler opens for Round 2.
- January 3** – Starting Inventory Order (SIO) due in eBudde by 11:30 p.m.
- January 22** – Digital Cookie opens and girls can start sending emails to customers. Girls may also take orders via order card or door-to-door.
- January 24-26** – Starting Inventory Order delivery to troops.
- January 26** – **GO Day! Cookie Program begins** with cookies in hand. Girls may start delivering cookies to customers.
- January 29** – Cookie Cupboards begin to open. See eBudde for specific dates.

February

- February 4-5** – Starting Inventory Order returns.
- February 7** – **Boothing begins.**
- February 17-March 9** – Even exchanges of whole, sealed cases accepted at designated cupboards. Exchanges exclude bringing back S'mores and Toffee-Tastics.

- **February 21-23** – National Girl Scout Cookie Weekend.
- **February 21-March 9** – One girl/one parent boothing – Cadettes and above only (see *TCC Basics Guide* for guidelines).
- **February 24-March 11** – Individual package pick-ups allowed at cupboards.