



NEW TROOP CHECKLIST #2



Cookie Season – Cookies Arrive

- Explore eBudde, look for webinars, and ask questions if anything is unclear.
- GSGLA will load your Girl Scouts into eBudde the week of January 6; check to make sure all your Girl Scouts are there.
- When your Service Unit (SU) requests it, request a time slot to pick up your Starting Inventory Order (SIO) in eBudde.
- Check with your SU and read communications from GSGLA to see what selling opportunities are available this cookie season.
- If booths are available, secure them for your troop during the designated rounds and plan with your troop accordingly using guidance from GSGLA.
- Arrange for your troop adults to volunteer for your Service Unit on Delivery Day.
- Pick up your troop SIO.
- Distribute cookies to the girls, giving a reasonable number of packages to fill orders they received earlier from Digital Cookie and/or in person orders.
- Make sure to give receipts **EVERY** time you give troop cookies to a Girl Scout and allocate in eBudde.
- Remind your Girl Scouts that they can set up their Digital Cookie storefront beginning January 14, 2025 (they cannot send emails until January 14, 2025). They can also begin door to door sales on January 14.

January

