

Girl Scout Cookie Booth Sale Guidelines

Why host a Booth Sale?

- Booth Sales are a great way for Girl Scouts and Troops to increase sales and reach their Girl Scout Cookie Program Goals.
- Booth Sales are an opportunity to learn new skills, promote Girl Scouts, and live by the Girl Scout Promise and Law.

All booth sale locations must be held within the GSNNJ jurisdiction, which includes Bergen, Morris, Passaic, Sussex, and northern Warren counties. Booth sales may not be held at businesses where girls themselves cannot be a patron, including (but not limited to) liquor stores, breweries, wineries, and dispensaries. Private residences are not permitted to be booth sale locations.



Troop-secured Booth Sale Locations

- Ask permission from a local business.
- Once approved, add the booth sale to the “Booth Sales” tab in eBudde for GSNNJ approval.
- If the location requires a copy of GSNNJ’s Certificate of Insurance, you can request one [here](#).

Council-secured Booth Sale Locations

- GSNNJ has partnered with several local businesses to offer council-secured booth sale locations.
- These locations are available to all GSNNJ troops and are reserved on a first come, first served basis.
- To secure one of these locations, log into eBudde and select a location. Opening day for these locations will be announced in an issue of Cookie Chat.



Ordering Girl Scout Cookies for your Booth Sale

- Add booth sale inventory to your Initial Order. On the Initial Order tab in eBudde, add cookies (in increments of 12 for full cases) to the Booth Sale line. These cookies will come with your initial delivery. Payment is not due for booth sale cookies until the end of the program. You can also order booth sale
- inventory from a GSNNJ Cookie Cupboard, which are located at the Riverdale and temporary Paramus Service Centers. Payment for Cookie Cupboard orders is due at the end of the program.



Ordering Guidelines

- A maximum of 20 cases is recommended for each Booth Sale.
- For a 4-6 hour booth sale: 10 to 15 cases
- For a 6-8 hour booth sale: 15 to 20 cases

Use these guidelines for ordering specific varieties:

- Thin Mints, Samoas, and Tagalongs: 4 to 6 cases of each.
- Exploremores, Trefoils, Adventurefuls, Lemon-Ups, and Do-Si-Dos:
 - 3 to 5 cases of each.
 - Toffee-tastic: 1 to 3 cases of each.

Cookies from Home Donations

Customers can choose to donate packages of Girl Scout Cookies to our Cookies from Home program. Recipients of Cookies from Home donations include The New York/New Jersey Blood Centers, Community Food Bank of New Jersey, and other local nonprofit organizations.



Booth Sale Checklist

Before the Booth Sale

1. Secure your reservation at the business location, or choose a council-secured booth sale location in eBudde.
2. For troop-secured booth sale locations, enter your booth sale location into eBudde.
3. Go over Booth Sales Etiquette and Safe Selling Tips with the girls in your troops.
4. Create posters for your booth sale and make them fun!
5. Help Girl Scouts set goals and be sure they can communicate them to customers.
6. Download the Digital Cookie app to your phone so you can easily take credit card payments.
7. Make “Thank You” cards to give to the place of business.



Supplies for the Booth Sale

1. First Aid Kit
2. Table, chairs, tablecloth
3. Trash bag
4. Tape, calculator, pens/pencils
5. Price list
6. Sample cookies and serving plate
7. Decorations
8. Money box with start up cash of \$50
9. Girl Scout Cookies
10. Goal poster/sign
11. A positive attitude and a smile!

It's
Girl Scout
Cookie™
Time!

After the Booth Sale

1. Give “Thank you” cards to the place of business.
2. Clean up your area. “A Girl Scout leaves a place better than she found it!”
3. Congratulate your Girl Scouts on a job well done.
4. Credit the girls with all sales in eBudde.

For more information, visit www.gsnnj.org