

Booth Sale Do's and Don'ts

When Girl Scouts operate a booth at or in a store, mall, or other public place, adults must be present at all times. However, at no time should adults be the only individuals at the booth. (Safety-Wise Update Standard 31) Girl Scout Daisies do not sell at booths in Girl Scouts of Gateway Council.

Do's	Don'ts
<p>Do arrange with your Troop Cookie Manager to have an adequate supply of cookies for the booth. Be sure to count boxes before and after your booth sale.</p> <p>Do take your booth permit with you.</p> <p>Do operate booth only for the time and date on your permit – another troop may be preceding or following your sale.</p> <p>Do remember to act as a Girl Scout if any confusion occurs between troops. Remember you are all volunteers. A different site can always be found – angry words cannot be taken back.</p> <p>Do bring your own tables and chairs.</p> <p>Do take extra change with you.</p> <p>Do have girls wear uniforms or Girl Scout pin with neat school clothes.</p> <p>Do follow the requests of store managers.</p> <p>Do monitor girl behavior closely. Girls should be quiet and mannerly at all times. They should not leave the booth area to approach store customers and never enter the store to do so.</p> <p>Do present an attractive booth; cover the table, display a variety of cookies, use goal posters or have girls make their own signs. Consider displaying activities your girls have participated in during the year.</p> <p>Do help girls count money accurately.</p> <p>Do practice the “buddy system” if the girls or adults need to leave the booth. DO NOT leave girls alone at the booth.</p> <p>Do send a “thank you” note to the store manager.</p> <p>Do help girls when accepting checks.</p>	<p>Don't allow a girl to participate without a signed permission form and contact numbers.</p> <p>Don't over-estimate your cookie needs. Be conservative if it's your first time or you are unsure of the site. Remember that Thin Mints and Samoas are top sellers.</p> <p>Don't bring young siblings to the booth site. Siblings can make it very difficult to give your full attention to the booth and the Girl Scouts you are there to supervise. Only registered Girl Scouts are insured.</p> <p>Don't forget to act in a mature manner if a problem situation arises. Remember that the girls are watching you.</p> <p>Don't have more than 4 girls at a booth. Schedule shifts if needed.</p> <p>Don't approach customers as they are entering a store, rather wait until they are exiting. Stay in booth area.</p> <p>Don't let the cookies suffer from weather, keep them well protected.</p> <p>Don't eat, drink, chew gum or smoke at the booth.</p> <p>Don't let the girls run around or block the entrances or exits.</p> <p>Don't leave cash in an open, unsupervised area. Periodically secure large sums.</p> <p>Don't leave trash behind. Clean up after your sale.</p> <p>Don't forget to account for all cookies and monies during the booth sale with your Troop Cookie Activity Manager. Get signed receipts whenever cookies or money changes hands.</p>

Signature of Adult in Charge of Booth