

Cookie Intent Form



5-Digit Troop #



Office use ONLY:
Reg. Verification:
LDR R_____Bk_____
TCM R_____Bk_____

Please print neatly. All information must be complete. Return form to your local Service Center, Attention: Product Program Manager.

This troop will be participating in:

(check all boxes that apply)

- Door-to-door cookie sales**
- Cookie booths**

School:	City:	Service Unit (if applicable):
Circle troop level: Daisy Brownie Junior Cadette Senior Ambassador		
Troop Cookie Manager name		
TCM mailing address		City
		Zip code
(____) _____ - _____	(____) _____ - _____	(____) _____ - _____
Day phone #	Eve. phone #	Cell phone #
E-mail address		
Leader name		
Leader mailing address		City
		Zip code
(____) _____ - _____	(____) _____ - _____	(____) _____ - _____
Day phone #	Eve. phone #	Cell phone #
E-mail address		

Cookie Manager Position Description:

- 1) Register as an adult Girl Scout member AND complete a Background Check and Volunteer Application.
- 2) Complete a Cookie Manager training session.
- 3) Follow the policies and procedures detailed in the Troop Cookie Handbook given at training. Including:
 - a) Training the girls and their parents.
 - b) Checking ALL order card(s) and compiling and entering troop cookie and recognition orders.
 - c) Picking up cookies and distributing to each girl.
 - d) Receiving ALL cookie money from each girl.
 - e) Providing Troop Profit to troop per procedure in Troop Cookie Handbook.
 - f) Providing Amount Due to Council per procedure in Troop Cookie Handbook.
 - g) Picking up troop recognitions and distributing to girls.
 - h) Scheduling girls and parents for Cookie Booths (if applicable).
 - i) Managing cookie inventory for Cookie Booths, including picking up cookies from cupboards (if applicable).
 - j) Managing all money for Cookie Booths (if applicable).