

2027 Service Unit & Point of Contact Cookie Program Guide



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Key

TCC- Troop Cookie Coordinator

SUCC- Service Unit Cookie Coordinator

Rewards = Recognitions

Message from our CEO

Welcome to another exciting Girl Scout Cookie Season!

Every Girl Scout Cookie Season is filled with opportunities to make a difference. While cookies may be what people see, what we know is that this program is about so much more. It is about helping girls discover their potential, build confidence, develop business skills, and realize they are capable of accomplishing incredible things.

As Girl Scouts set goals, make decisions, manage money, and build relationships with customers, they are gaining skills that will benefit them for a lifetime. Every box sold helps create experiences that inspire girls to explore the outdoors, serve their communities, travel, learn new skills, and grow into leaders of courage, confidence, and character.

None of this would be possible without the dedication of our amazing volunteers, families, and supporters. Thank you for investing your time, your talents, and your hearts into making this journey possible for every girl.

Whether this is your very first Cookie Season or your fifteenth, thank you for being part of something truly extraordinary. Together, we are creating opportunities, building confidence, and helping girls discover not only what they can achieve today, but the leaders they will become tomorrow.

Here's to a wonderful Cookie Season - and to changing lives, one Girl Scout at a time.

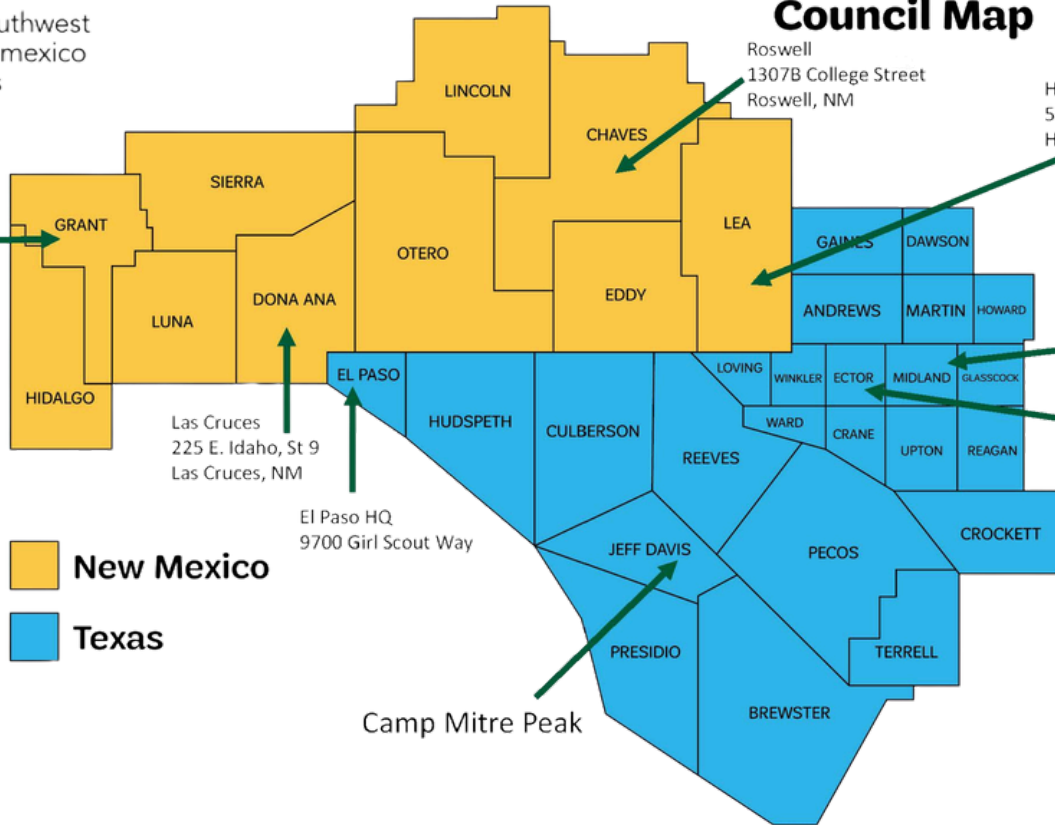
*Patty Craven
Chief Executive Officer*

girl scouts
of the desert southwest
southern new mexico
& west texas

Council Footprint with Staffed Locations

Council Map

Silver City
302 W. 11th Street
Silver City, NM



New Mexico
Texas



Thank you for stepping up as the Service Unit Cookie Chair or Point of Contact for your VOLUNTEERS and GIRL SCOUTS!

2027 Cookie Program – Eligibility Requirements

Participation in the Cookie Program is a privilege. Troops and volunteers must meet the following criteria to be eligible.

Volunteer Eligibility

All cookie volunteers (SUCCs, Booth Coordinators, Cupboard Coordinators, and Troop Cookie Coordinators) must:

- Be a registered adult member for the 2026–2027 Girl Scout year
- Have a current, eligible background check on file with GSDSW
- Be in good standing (no outstanding balances or issues)
- Complete council-provided, role-specific training
- Sign and submit the 2027 Volunteer Agreement Form

Need help confirming a volunteer's status?
Contact your Engagement Specialist.

Troop Eligibility

Troops must meet all the following:

- Two registered, unrelated, council-approved troop leaders
- Minimum of five registered Girl Scouts
 - Exception: Cadette – Ambassador troops may have three girls with council approval
- One council-approved Troop Cookie Coordinator
- In good standing with GSDSW:
 - No outstanding product program balances
 - Previous year's Troop Financial Report submitted (unless newly formed)

Get Ready for 2027 Cookie Trainings

Before scheduling troop trainings, follow these steps to prepare:

1. Review & Prepare

- Read this guide to understand your role as Service Unit Cookie Chair
- Review the Troop Cookie Coordinator Guide and training materials
- Check your service unit's roster to confirm active troops and volunteers
- Organize and inventory training supplies for all attending troops

2. Host Troop Cookie Coordinator Training - Distribute the following supplies to each troop:

- Order Card: 1 per registered Girl Scout
- Money Envelope: 1 per Girl Scout
- Recognition Insert: 1 per Girl Scout
- Parent Permission Form: 1 per Girl Scout (not per family)
- Receipt Books: 2 per 5 registered Girl Scouts
- Troop Guide: 1 per Troop Cookie Coordinator (max 2 per troop)

These materials ensure troops are ready to launch a successful 2027 Cookie Program.

2027 Cookie Program Calendar



October

Thursday, October 15, 2026 - Gluten-free cookie order due to info@gsdsw.org
Monday, October 26, 2026 - Cookie training make-up (virtual)

November

- Friday, November 20 - Last day for girl moves/removes in troops
- Monday, November 30 - Booth Coordinator training (virtual)

December

- Tuesday, December 1 - Troop / Girl uploads in Smart Cookie
- Tuesday, December 1 - Cupboard Coordinator training (virtual)
- Monday, December 7 - Rookie / refresher training TCC (virtual)
- Monday, December 14 - Cookie season Q&A (virtual)
- Tuesday, December 15- Troop initial order due into Smart Cookie
- Thursday December 17 - Troop banking information due in Smart Cookies

January

- Wednesday, January 6 - SUCC / TCC / IRG Q&A (virtual)
- Monday, January 11 - Digital Cookie start date - Direct Ship Program
- Monday, January 11 - Opt-out forms due to info@gsdsw.org
- Wednesday, Jan 13 - Cookie Season Q&A (virtual)
- Week of January 16 - Booth selection begins
- Saturday, January 23 - Mega Drop in El Paso, TX & Odessa, TX
- Sunday, January 24 - First day of cookie sales and boothing begins
- Wednesday, January 27 - Cookie season Q&A (virtual)



2027 Cookie Program Calendar



February

- Wednesday, February 17 - Cookie season Q&A (virtual)
- Thursday, February 11 - First ACH 50% balance due
- Weekend of February 19 - 21 - National Girl Scout Cookie Weekend / Bling Your Booth Weekend theme: Turn Wonder into Wonderful

March

- Wednesday, March 3 - Cookie season Q&A (virtual)
- Thursday, March 4 - Second ACH 75% balance due
- Wednesday, March 17 - SUCC / TCC / IRG mandatory Closing Out Season 101 (virtual)
- Sunday, March 21 - Last day of Cookie Program
- Monday, March 22 - TCC / IRG rewards due in Smart Cookies
- Monday, March 22 - Girl moves / removes resume
- Thursday, March 25 - Delinquency reports due to info@gsdsw.org

April

- Thursday, April 1 - ACH final clean-up - 100% due
- Monday, April 5 - First Kendra Scott class - Zoom 6:00 PM MT
- Tuesday, April 6 - Second Kendra Scott class - Zoom 6:00 PM MT
- Wednesday, April 7 - First electric scooter class - Zoom 6:00 PM MT
- Thursday, April 8 - Second electric scooter class - Zoom 6:00 PM MT
- Monday, April 12 - First drone class - Zoom 6:00 PM MT
- Tuesday, April 13 - Second drone class - Zoom 6:00 PM MT
- Wednesday, April 14 - First Nintendo Switch class - Zoom 6:00 PM MT
- Thursday, April 15 - Second Nintendo Switch class - Zoom 6:00 PM MT
- Tuesday, April 20 - First camping kit class - Zoom 6:00 PM MT
- Wednesday, April 21 - Second camping kit class - Zoom 6:00 PM MT
- Monday, April 26 - First digital camera package class - Zoom 6:00 PM MT
- Tuesday, April 27 - Second digital camera package class - Zoom 6:00 PM MT
- Mid-April - Rewards arrive to Service Unit Cookie Chairs and Point of Contacts



Cookie Program Goal



The Girl Scout Cookie Program is more than selling cookies. It helps girls build real-world skills through booths and customer interactions, growing confidence, leadership, and entrepreneurship for the future.

5 Essential Skills Girls Build

Goal Setting

Girl Scouts set individual and team goals, then create a plan to achieve them. They strengthen teamwork, collaboration, and planning skills!

Decision Making

Girls decide how to use their troop's cookie earnings, building confidence and critical thinking for school, careers, and life.

Money Management

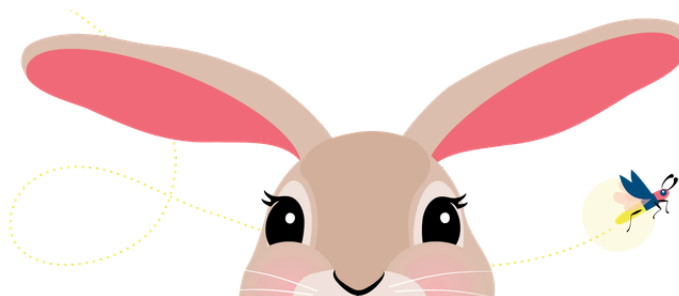
From taking orders to handling payments, Girl Scouts learn real-world budgeting and financial literacy skills.

People Skills

Through customer interactions, Girl Scouts practice speaking clearly, listening actively, and connecting with all kinds of people.

Business Ethics

Girl Scouts learn honesty, responsibility, and doing the right thing - strengthening values at the core of being a Girl Scout.





Your Girl Scout Cookie favorites are back!



Adventurefuls®

Indulgent brownie-inspired cookies with caramel flavored crème and a hint of sea salt



ExploreMOREs®

Rocky road ice cream-inspired cookies filled with flavors of chocolate, marshmallow and toasted nutty crème



Lemonades®

Savory slices of shortbread with a refreshingly tangy lemon flavored icing



Trefoils®

Iconic shortbread cookies inspired by the original Girl Scout recipe



Thin Mints®

Crispy chocolate wafers dipped in a mint chocolaty coating



Peanut Butter

Patties®

Crispy cookies layered with peanut butter and covered with a chocolaty coating



Caramel deLites®

Crispy cookies topped with caramel, toasted coconut, and chocolaty stripes



Peanut Butter

Sandwich

Crisp and crunchy oatmeal cookies with creamy peanut butter filling



Caramel

Chocolate Chip

*Caramel, semi-sweet chocolate chips, and a hint of sea salt in a delicious cookie**

*Limited availability



The GIRL SCOUTS® name and mark, and all other associated trademarks and logotypes, including but not limited to the Trefoil Design, are owned by Girl Scouts of the USA. ABC Bakers is an official GSUSA licensee.

**Exclusive
NEW Cookies**
Offered Online Only



Shipped to your door!

Add Digital Cookie QR Code

Rules of the Program

Sales Rules

1 No Early Sales

Girl-delivery orders may not be taken before Monday, January 24, 2027.

2 Sell for Advertised Price

No price changes.
Violation = removal and forfeited proceeds.

3 Verify Registration

All participants must be currently registered Girl Scouts and active in Smart Cookie before selling.

Safety & Conduct

⚠ NEVER

- Sell alone (adult supervision required).
- Go inside someone's home.
- Conduct in-person / door to door sales after dark.
- Enter yards with dogs / closed gates.
- Give last name or phone number to strangers.
- Girl Scouts may not directly solicit cash donations during the Cookie Program, including through signs, donation or tip jars, verbal requests, or any other fundraising activities.

✓ ALWAYS

- Have adult supervision.
- Wear Girl Scout uniform or pin.
- Dress appropriately.
- Demonstrate appropriate Girl Scout behavior.
- Follow council guidelines for military property.
- If there is an immediate safety concern, call 911 first, then notify the council.
- If a customer doesn't want cookies, Girl Scouts may ask if they'd like to purchase a Care to Share package.

Social Media & Online

✓ Permitted

Any personal social media accounts including, but not limited to: Facebook, Instagram, TikTok, YouTube, etc.

⚠ NOT Permitted

Any sale or resale site including, but not limited to: Amazon, eBay, Craigslist, TikTok Shop, Facebook Marketplace / Trading Post. Sales on these sites involve personal income and may be taxable according to the IRS.

Violation of these rules may result in removal from the program and forfeiture of proceeds.

If you are reporting an illegal or unauthorized online post, please email info@gsdsw.org with the direct link to the post. Screenshots alone will not be investigated.

Financial Responsibilities

Bank Information

- Click the Finance tab to enter your bank information before Thursday, December 17, 2026.
- Click Update troop bank info, enter your troop's bank account and routing numbers, and save.
- The last four digits of the account and routing number will be visible to troop leaders and Service Unit Chairs. Only council staff has access to full bank account details in Smart Cookie.
- If there are any issues with your troop bank account number, alert your Service Unit Cookie Chair and council immediately.



Care to Share

- Girl Scouts may not directly solicit cash donations during the Cookie Program.
- Once the money is donated, each \$6.00 must be entered in Smart Cookies as one Virtual Cookie Share package.
- These cookies do not come out of the Girl Scout's or the troop's physical inventory.
- At the end of the cookie program, council will reach out to troops to assist with the donation of the Care to Share inventory.

Girl-Delivered with donation orders

- ABC and Digital Cookie do not sync all donation orders. Girl-delivered with donation orders must be entered into ABC manually.
- Council will enter these orders weekly. This is not the responsibility of the TCC.

Cash Donation Orders

- Any cash donation orders must still be entered into ABC by the TCC to ensure the Girl Scout Balance Summary Report remains accurate.



Returns, Damages, Leftovers

- Girl Scouts of the Desert Southwest does not accept returns.
- All damaged packages must be photographed and emailed to info@gsdsw.org to be exchanged at your local cookie cupboard.
- The council will then reach out to the troop and cupboard regarding a replacement.
- The package needs to be returned to pick up the replacement.

**Leftover packages
may be sold after the
program ends at full
price only!
(\$6.00 per package)**

Cookie Program Financial Accountability

Troop cookie volunteers are legally responsible for depositing all 2027 Cookie Program funds into their troop's bank account. Girl Scouts of the Desert Southwest reserves the right to pursue legal action to recover any unpaid funds.

Troops or individuals with outstanding debt will be considered Not in Good Standing and will be ineligible to participate in council programs or events.

Additionally:

- Troops with delinquent accounts will not receive recognitions or be allowed to participate in council programs or events until the debt is resolved.
- The TCC role may be at risk if a troop carries unpaid debt.
- If a parent / guardian is delinquent, the affected Girl Scout, and any siblings, will not be allowed to participate until the debt is paid or another responsible adult assumes financial responsibility.

Unpaid balances impact the entire troop, so it's critical that all funds are submitted in full and on time.

Girl Delinquents

TCCs are responsible for entering all financial transactions into the ABC Smart Cookie system and regularly sharing financial summaries with parents / guardians.

If a parent / guardian has not turned in all cookie money by the program's end, a Girl Delinquent Report must be submitted no later than 11:59 PM MST on Thursday, March 25, 2027.

Reports submitted late, or without required documentation, will result in the troop being held financially responsible for the full amount owed.

Council will review completed reports and adjust ACH amounts accordingly. Delinquent Report requirements (available on the council website):

- Completed Girl Delinquent Report
- White receipts for all product and payment transactions
- Signed parent / guardian permission form
- Girl Financial Summary from ABC Smart Cookie (matching receipts, excluding booth and direct ship sales)
- Submit all reports to: info@gsdsw.org

ACH Information

ACH	Date	Amount of ACH
1	Thursday, February 11, 2027	50% as of Sunday, February 7, 2027
2	Thursday, March 4, 2027	75% as of Sunday, February 28, 2027
3	Thursday, April 1, 2027	Total balance (100%) due

Insufficient funds will result in a failed payment. Troops with failed payments cannot pick up cookies from the cupboard until the balance is paid in full.

Council will email your troop's ACH amount before the withdrawal. If your troop does not have sufficient funds, submit the notification form by the Tuesday before the ACH date: <https://bit.ly/Cookie2027ACH>

If your troop changes bank accounts, notify council immediately to update your account information in Smart Cookies before the next ACH cutoff date.

Troop Proceeds

PGA Levels	Troop Proceeds	Early Bird Proceeds
1 – 300 pkgs	.75	.80
301 – 400 pkgs	.80	.85
401 – 600 pkgs	.85	.90
601 + pkgs	.90	.95

SU Proceeds

Eligible service units earn \$0.05 per package of cookies sold within their unit.

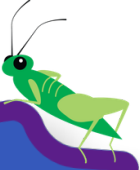
To qualify, a service unit must have:

- A council-approved Service Unit Cookie Chair
- Financials in good standing with council
- Be considered an active service unit, which includes:
 - At least 2 troops with different leaders
 - A Service Unit Manager (not serving in another role)
 - A Service Unit Treasurer
 - A Service Unit Communication / Secretary
 - A service unit bank account
 - A Service Unit Recruiter, or participation in 12 recruitment events throughout the year

Ordering and Picking Up Cookies

Initial Cookie Order Submission

1. Go to www.abcsmartcookies.com
2. Click on the Orders tab
3. Locate the Troop Initial Order option
4. Enter quantities by variety in cases
5. Ensure your order is correct and click save at the bottom of the screen



**Troop initial orders are due
in ABC Smart Cookies
Tuesday, December 15, 2026**

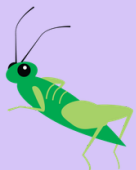
Initial Order Delivery Locations

- Select a delivery day and time that works for you and your troop
 - El Paso troops will pick up at the El Paso Mega Drop location
 - Midland and Odessa will pick up at the Odessa Mega Drop location
 - All other areas will pick up at the Cookie Cupboard closest to your troop
- Don't forget to click save!

**Weekly planned
orders are due in
ABC Smart Cookies
on Sunday by
11:59 PM MT**

Placing Planned Orders

1. Go to abcsmartcookies.com
2. Go to the Orders tab
3. Locate the Planned Orders tab
4. Select the Cupboard on the left side of the screen
5. Click continue
6. Finalize your planned order date, time, and order details
7. Be sure to confirm your planned order



Troop Reward - PGA: 525+PGA

GSDSW custom T-shirt

Volunteer Reward - PGA: 525+ PGA

One adult (volunteer) GSDSW membership

Cookie Facts

12 Packages Per case

\$6 Per Package

Proceeds stay local!



55%
Girl Scout
Mission



29%
Program
Expenses



16%
Troop / SU Proceeds



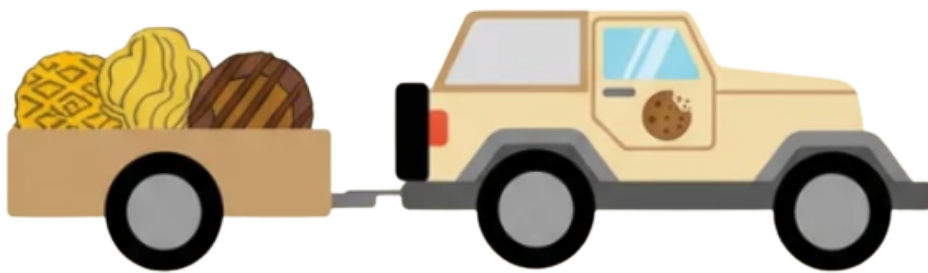
How much can I pickup?

How much should I order?

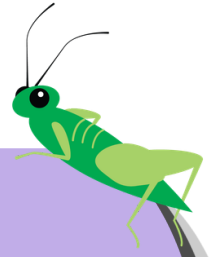
Based on average sales per cookie variety in the past, we recommend you order based on the below mixture:

Thin Mints®	21%	Trefoils®	8%
Caramel deLites®	20%	Adventurefuls®	8%
Peanut Butter Patties®	12%	Exploremores®	8%
Lemonades®	11%	Caramel Chocolate Chip	3%
Peanut Butter Sandwich	9%		

Compact car	23 cases
Hatchback car	30 cases
Coupe / 4-door	35 cases
SUV	60 cases
Station wagon	75 cases
Minivan	75 cases
Pickup truck	100 cases
Cargo van	200 cases



Cookie Inventory



What is a Mega Drop?

Mega Drop is a one-day, large-scale cookie pick-up event where most troops collect their initial cookie orders from the warehouse.

- Mega Drop locations are El Paso and Odessa
- Other cupboards may have different pick-up dates and locations

Details of Mega Drop will be shared with troops closer to January.

Service Unit Cookie Chairs may be asked to help coordinate or assist with cookie pick-up in your area.



Troop Inventory & Transactions

- Troops are responsible for managing their cookie inventory throughout the 2027 Cookie Program.
- When a troop submits a planned order in Smart Cookies, the Cookie Cupboard Coordinator for that cupboard will review and confirm the order.
- TCCs must complete a receipt for every cookie transaction with a Girl Scout or another troop. Cookie Cupboard Coordinators must also provide a receipt for every cookie pickup.
- All cookie transactions must be entered in Smart Cookies by Sunday, March 21, 2027, at 11:59 PM MT.

Troop-to-troop Transfer

- If a troop has extra cookies, a troop-to-troop transfer can be arranged when another troop is willing to take the inventory. The SUCC can help facilitate these exchanges.
- Participation is optional; troops are not required to accept transfers. Troops should contact their local cupboards or service unit early if they anticipate having excess cookies.
- The receiving troop is responsible for completing the transfer information in ABC Smart Cookies.

Cookie Inventory

Handling Damaged Cookies

Cookies that have been left in the weather (i.e., rain, snow, direct sunlight), dropped, or show signs of being opened or crushed or damaged cannot be sold.

If a troop receives damaged cookies from a council cupboard, they must report the damage within 72 hours by contacting the Cookie Cupboard Coordinator.

Steps to report damaged cookies:

- Photograph all damaged packages.
- Email photos to info@gsdsw.org.
- Council will coordinate with the troop and cupboard for a replacement.
- The damaged packages must be returned to receive replacements.

Customer Concerns:

If a customer receives damaged cookies, please ask them to call the ABC phone number on the package and provide the production code.

Cookie Losses & Responsibility

If cookies are lost due to theft, damage (i.e., house fire), or other unforeseen circumstances while in the possession of a parent or troop leader, that individual is responsible for the cost of the lost product.

Families or leaders are encouraged to file a claim with their car or homeowners' insurance to help cover the loss.

Council cannot reimburse or replace lost or stolen cookies.

Product Responsibility & Returns

Once cookies are picked up and signed for by a TCC (or their designee) at any cupboard, the troop assumes full responsibility for that product.

**NO RETURNS OR EXCHANGES
are accepted by council.**

Troops are responsible for the cost of any unsold cookies remaining at the conclusion of the program.

Girl Scout Safety Practices

Be sure your Girl Scouts understand and follow these safety Rules:

- 1** If there is an immediate safety concern, call 911 first, then notify the council
- 2** Daisies, Brownies, and Juniors must be accompanied by an adult at all times. Always use the buddy system. It's not just more safe, it's fun!
- 3** Never enter a customer's home or vehicle. Only approach vehicles at approved drive-through booths. Stay aware of your surroundings and avoid unsafe areas.
- 4** Sell only during daylight hours with an adult, including door-to-door sales and cookie booths.
- 5** Show you're a Girl Scout. Wear the Girl Scout membership pin, vest/sash or other clothing to identify you as a Girl Scout.
- 6** Protect girl's privacy. Girl Scouts' last names, home addresses, and email addresses should never be given to customers. Protect customers' privacy by not sharing their information, except when necessary.
- 7** Follow safe pedestrian practices and be cautious around traffic when walking, unloading cookies, or exiting vehicles.
- 8** Before using Digital Cookie, Girl Scouts and their parents / caregivers must review and agree to all online safety guidelines. Be sure to review your council's Volunteer Essentials, Safety Activity Checkpoints, the Girl Scout Internet Safety Pledge, and the Digital Cookie® Pledge.

Market Your Business Online

5 ways to reach cookie customers digitally

1

Digital Cookies

With the Digital Cookie platform, Girl Scouts can ship cookies directly to customers, accept orders for cookie donations, or schedule an in-person delivery.

2

Text or Call Family & Friends

Texting or calling friends and family is a great way to help them feel comfortable connecting with cookie customers.

3

Facebook & Social Media

Post about your cookie sales on your personal Facebook, Instagram, and other personal social media outlets

4

Make a Video

Make a short video of why selling cookies is important to you, what rewards you are aiming to earn, and what your troop plans on doing with the proceeds.

5

Email

Email family and friends about your cookie sales. Include the ordering link and your video!

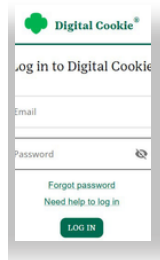
Digital Cookie Troop Success!

Support Girl Scouts in your troop and their families with visibility into their online activities.

STEP 1

Register for Digital Cookie

Look for the Digital Cookie registration email in your inbox. If you can't find it, contact your council or visit digitalcookie.girlscouts.org and click the "Need help to log in" link.



In Season

Download the Digital Cookie app to help Girl Scouts process payments at cookie booths

Your troop's site must be published before girls can use the mobile app for troop sales.



Monitor your troop's online activity

Depending on your council's settings you can:

- View/approve orders placed on the troop site.
- Run reports for orders and rewards.
- View specific order details.



STEP 2

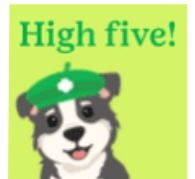
Set Up Your Troop's Site

Have the troop decide what message they want to share with customers and add it to their site. The troop site must be set up before you can share your shipped-only link on the Cookie Finder or use the mobile app for booth sales.



Send Cheers

Send encouraging messages to the Girl Scouts in your troop to keep them motivated and working together to reach your troop's goals.

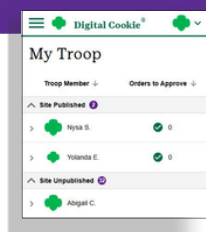


STEP 3

Monitor Girl Scout's activity

On the My Troop page, you can see which Girl Scouts have set their goal and published their site.

Then track to see which Girl Scouts have orders to approve and what cookies they will need.



Need Help?

Look for the Digital Cookie Support bB

For step-by-step instructions, tutorials, videos, tip sheets, and more.



Need 1:1 help?

Click the customer support button to chat live with a representative or submit a support request for additional assistance.

Patch Pals

Nothing, including Girl Scout Cookie season, is as fun without your dog! Which is why Girl Scouts is paw-sitively proud to announce Patch Pals™, the first ever Girl Scout Cookie made just for our favorite four-legged family members. Patch Pals™ are only available online, so consumers can buy them easily from your Digital Cookie store for it to be shipped to their home.



Everyone can scan this QR code to start your adventure! This guide is full of fun facts, activities, and everything you need to know to learn all about the Patch Pals product.



**\$8
online
only**



Sparkables

Allergen Friendly

Milk
Eggs
Fish
Shellfish
Tree nuts
Peanuts
Wheat
Soy
Sesame

Celebrate the spark inside each of us with new Girl Scout Sparkables™! These scrumptiously crunchy oatmeal chocolate chip cookies are dotted with vibrant, colorful sprinkles for a treat that's as fun as it is delicious.

Even better, they're allergen-friendly, so even more friends and family can join in on the fun. Made with our baking partner, Partake, Girl Scout Sparkables™ are baked in a top nine allergen-free facility, making them a delicious treat everyone can enjoy.

**\$7
online
only**

Scan the QR Code for exciting activities and product knowledge that will help you shine this season.



Ways to Participate in the Girl Scout Cookie Program

Get ready for your Girl Scout to Turn Wonder into Wonderful.

Phone or text friends or family

A great first step for new cookie entrepreneurs. This flexible option makes it easy to reach customers around school, sports, and activities.

Digital Cookie

With Digital Cookie, Girl Scouts can market their cookie business online, ship cookies directly to customers, accept cookie donation orders, and arrange local delivery.

It's a flexible way to reach more customers and achieve sales goals.

Walkabouts

Walkabout sales let Girl Scouts sell cookies in neighborhoods, practice their sales pitch, and build people skills. Girls can leave door hangers or business cards for customers who aren't home and should always follow age-appropriate adult supervision guidelines.

Cookie Stand

Set up a stand on private property at home. A comfortable way to sell in your own neighborhood. They are a great way to ease more introverted girls into connecting with their communities; they can be fun for the whole family.

Cookie Booth

Cookie booths offer Girl Scouts the opportunity to interact with customers and practice their business skills. Booths may be run by a troop or by an individual Girl Scout with a parent / caregiver at approved public locations. All booths must be coordinated by the Troop Cookie Coordinator or Cookie Booth Coordinator and held at council-approved, accessible locations.

Connecting with Her Community

Girls can sell through workplaces, places of worship, and community groups - or make bulk sales to local businesses and organizations. When these budding entrepreneurs secure a large sale, they get a taste of sweet success!

Build Your Cookie Business In Person

Cookie Booth Program

Cookie booths are a fun way for Girl Scouts to sell cookies at approved public locations. Booths can be run by a troop or by a parent / caregiver and Girl Scout, with all proceeds benefiting the troop.

- Girls can use posters, goal charts, and creative displays to attract customers.
- Booth locations are listed in Smart Cookies. The Cookie Booth Selector opens Saturday, January 16, 2027, at 7:00 AM MT / 8:00 AM CT for TCC to reserve booth times and locations.

Plan ahead to secure booth spots throughout the cookie season.

Cookie (a.k.a. Lemonade) Stands

Cookie, or lemonade, stands are similar to cookie booths but are held at a Girl Scout's or family member's home - not a friend's or neighbor's. They do not require Council pre-approval and are not listed in ABC Smart Cookies.

Requirements:

- A parent and the Girl Scout must be present at all times; no unrelated Girl Scouts.
- Girls must wear a Girl Scout uniform or recognizable Girl Scout attire.
- Follow local sign regulations and display signs only while the stand is operating.
- Only Girl Scout Cookies may be sold.
- Management approval is required for stands in common areas of apartments, condos, trailer parks, or shared housing.



Do a Girl Scout Cookie Walkabout!

What Is a Girl Scout Cookie Walkabout?

A Cookie Walkabout is when a Girl Scout goes door-to-door in her neighborhood (or a safe, approved area) with cookies in hand to sell directly to customers. During a walkabout, she's ready to sell and deliver cookies on the spot.

How It Works

- The Girl Scout and a supervising adult pack a wagon, cart, or rolling bag with a selection of cookies. No standing still! That is a booth! Walk, sell a box, walk again.
- They walk through the neighborhood and knock on doors, asking if anyone would like to buy cookies.
- If someone says yes, she can complete the sale right then - no waiting, no delivery later.

Where You Can do a Walkabout

- Safe neighborhoods, outside stripmalls, public sports fields (as long as you don't interfere with the game or crowd), busy downtown streets during lunch time.
- You cannot do walkabouts inside malls, retirement homes, office buildings, or the like.
- You cannot do a walkabout on military installations (Ft. Bliss, WSMR, Holloman AFB).

Why It's Great

- Immediate sales: Customers love getting cookies on the spot!
- Convenience: No need to return for delivery.
- Boosts confidence: Scouts practice their pitch, money handling, and communication skills.
- Increases visibility: It spreads the word about the cookie program to people who may not know it's happening.

Tips for a Safe & Successful Walkabout

- Always go with an adult.
- Wear your uniform or Girl Scout gear.
- Choose a safe, familiar neighborhood.
- Bring change and / or a mobile payment option.
- Bring a door hanger or flyer in case someone isn't home.
- Say thank you - even if someone doesn't buy.



Think Outside the Box

Everywhere the Girl Scout goes, have her carry a clear bag or backpack, or one of the cookie carts sold at council shops, with cookies in it and a sign inside the bag that says Girl Scout Cookies for Sale \$6 each. Take the bag to doctor's offices, restaurants, sporting events, etc. No need to announce you have them, people will see it!

Cookie Booth Information



Selecting a Booth Location

1. Click the Booth tab
2. Locate the Scheduled Booths option.
3. Click on the desired location from the list on the left or use the search option to locate a location.
4. Click on the desired month and date you would like to hold the booth.
5. Click the available booth appointment that works best for your troop.
6. Click save. A successful message will appear at the bottom of the screen.

To Locate Your Reservations

- Go to the Booth tab.
- Click Troop Reservations.
- If a booth was selected in error, click the menu option to the right of the booth location and click delete.

Chain Stores

- During the first two days of booth selection, there is a maximum number of chain stores that can be selected. This prevents troops from selecting multiple locations of the same chain or brand.
- Booths are limited by chain or brand, not individual store location. For example, all CVS locations count as CVS.
- Example: In the first round, a troop may select up to three Walmart locations.

Date	Time	Number of Slots
Saturday, January 16, 2027	7:00 AM MST 8:00 AM CST	Select 10 slots Maximum 4 booths per chain
Sunday, January 17, 2027	7:00 AM MST 8:00 AM CST	Select 12 slots Maximum 5 booths per chain
Monday, January 18, 2027	7:00 AM MST 8:00 AM CST	unlimited booth selection

Troop Secured Booth Information

A troop-secured booth is arranged through a troop or Girl Scout's connection with a local business, organization, or community event. It may be hosted by the troop or an individual Girl Scout with a caregiver.

Chain businesses cannot be secured by troops and must be coordinated through the Service Unit Booth Coordinator. A chain business is any business with three or more locations.

How to request in Smart Cookies

- On the Booth tab, click the drop-down menu on the top right and select "Troop Secured Booths."
- Fill out all booth information.
- Click "Request Appointment Times" and select the times and days. Click Save.
- Click "Go to Troop Reservation."
- Email the booth agreement form to info@gsdsw.org.
- Your request is in a pending status until reviewed. It MUST be approved by council before the booth can take place.
- Booth request need three business days for approval.

Requesting a Troop Secured Booth

- All troop secured booths must be submitted in Smart Cookies for council approval.
- Only contact businesses directly if you have a personal connection to the location.
- Do not approach established businesses without approval, as the Cookie Booth Coordinator may have already worked with that business regarding cookie booths.
- No Chain Businesses: A chain business is any business with three or more locations.

Scan the QR code to watch a quick how-to video on entering troop-secured booths



Important:

Please keep Booth Scheduler in Smart Cookies up to date with your troop's booth slots.

If you find a reserved booth slot no longer fits your troop's schedule, be a sister to every Girl Scout and release it so another troop may add it.

Every year we have customers complain they went to a booth location and there was no one there. This discourages customers and does not put Girl Scouts in a good light.

Cookie Booth Management

Following council booth guidelines helps protect opportunities for all troops and maintain positive community relationships. By working together and living the Girl Scout values, we can create a successful cookie season for everyone.



Before you Arrive

- Dress for the weather. Most booth locations are outside.
- Have all of your supplies: money box, booth bling, extra pens, calculator, etc.

When you Arrive

- Arrive at your booth no more than five minutes early and check in with the store manager before setting up. Thank them and identify the adult in charge.
- If another troop is already present, communicate politely and ensure a smooth transition. Exiting troops should not remain with cookies.
- Do not involve store management in booth disputes.
- Stay in the designated booth area and do not interfere with normal business or customer flow.
- Managers may ask a troop to leave if instructions are not followed or if customers are disrupted.

During your Booth

- Safety is the top priority at all times.
- Never leave a booth unattended; always have at least two adults present. Girls must never be left alone.
- The troop is responsible for all money and inventory.
- Follow booth requirements listed on your booth sign-up sheet from the council.
- Girls should run the booth with adult support as much as possible.
- Adults must monitor all transactions.
- No eating while at a cookie booth. Keep drinks under the table or out of sight.
- Appear engaged to your customers. Girls on phones, sitting down, or not paying attention will not attract customers.
- Count cookies and money before and after sales and during adult shift changes.

At the end of your Booth

- **Do not throw away cookie trash at the location. Every year we lose the privilege of hosting a cookie booth at a location due to cookie boxes and trash left behind!**
- Ensure the area is neat and clean when you leave.
- Leave on time. Thank the store manager and let them know you are heading out.
- Leave as a group. Each girl should be picked up by her parent/guardian before you leave (regardless of the girl's age).

Out-of-Council Selling Policy

- Girl Scouts may only sell cookies within their council boundaries.
- GSDSW Girl Scouts may not conduct booths or walkabouts in another council's area, even at a friend's or relative's location.
- If you observe out-of-council selling, report the girl's name, troop number, date, time, and location so GSDSW can notify the appropriate council.
- GSDSW can report concerns but cannot discipline or stop girls from other councils.

We're all in this together, working to create a positive and fair experience for every Girl Scout. Thank you for supporting a spirit of honesty, respect, and teamwork throughout the Cookie Program.

Grievance Policy – Cookie Program

To ensure all complaints are handled fairly and respectfully, the following guidelines apply:

- No third-party complaints. Only individuals directly involved or who personally witnessed the issue may file a complaint.
- Written complaints only. All grievances must be submitted in writing and signed.
- Provide specific examples. Vague or unsupported complaints will not be accepted.
- Council will not accept screenshots as evidence of online rule violations. Please submit a direct link (URL) to the post or content instead.

Violations & Consequences – Cookie Program

To ensure a fair and positive experience for all, Girl Scouts, troops, and volunteers are expected to follow the Girl Scout Code of Conduct and the Entrepreneurial Program rules and guidelines.

Violations may affect participation in current and future programs.

Consequences:

- First violation: A formal warning and an opportunity to correct the issue
- Second violation: May result in loss of individual recognitions, troop proceeds, and/or Service Unit proceeds
- Third violation: Participation in the Cookie Program may be discontinued for the girl or volunteer

Please note: Serious violations may result in more significant consequences, even after a first offense.

Entrepreneurship Badges & Pins

When you sell Girl Scout Cookies, you practice goal setting, decision making, money management, people skills, and business ethics. You learn to think like an entrepreneur. You can earn badges and pins each year you run your own Girl Scout Cookie business. Then explore your own business idea by earning an entrepreneur badge!

	Cookie Business		Financial Literacy		Cookie Entrepreneur Family	Entrepreneur	
Daisy							
	My First Cookie Business	Cookie Goal Setter	Money Explorer	My Money Choices	Year 1 and 2 Cookie Entrepreneur Family Pins	Toy Business Designer	
Brownie							
	My Cookie Customers	Cookie Decision Maker	Budget Builder	My Own Budget	Year 1 and 2 Cookie Entrepreneur Family Pins	Budding Entrepreneur	
Junior							
	My Cookie Team	Cookie Collaborator	Budget Maker	My Money Plan	Year 1 and 2 Cookie Entrepreneur Family Pins	Business Jumpstart	
Cadette							
	My Cookie Venture	Cookie Market Researcher	Cookie Innovator	Budget Manager	My Money Habits	My Dream Budget	Year 1, 2, and 3 Cookie Entrepreneur Family Pins
Senior							
	My Cookie Network	Cookie Boss	Savvy Saver	My Financial Power	Year 1 and 2 Cookie Entrepreneur Family Pins	Business Startup	
Ambassador							
	My Cookie Business Resume	Cookie Influencer	Financial Planner	My Financial Independence	Year 1 and 2 Cookie Entrepreneur Family Pins	Entrepreneur Accelerator	

2026 Cookie Program Top Seller

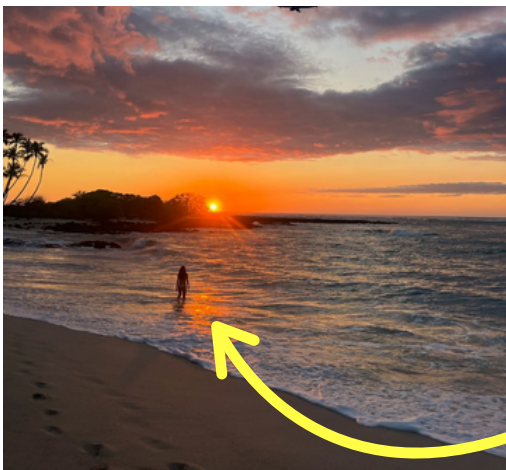
2026 Cookie Program Top seller

Grace has been a Girl Scout for 10 years and is a shining example of leadership, service, and entrepreneurship. During the 2026 Cookie Program, she sold an incredible 9,036 packages of cookies, earning her sixth consecutive top seller trip.

Through her cookie success, Grace has had the opportunity to travel across the country, attend two National Girl Scout Conventions, and experience unforgettable adventures. Beyond the Cookie Program, she has earned her Bronze Award, volunteers in her community, and recently received her Silver Torch Award for creating and leading a club at her school. Grace continues to inspire younger Girl Scouts to dream big, lead with confidence, and make a difference in their communities.



Grace bridging from Cadettes to Seniors at the 2026 National Girl Scout Convention in Washington, D.C.



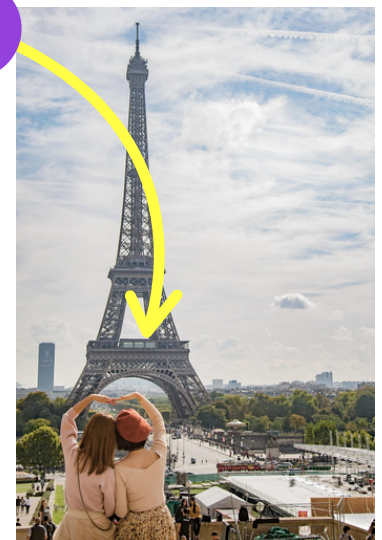
2027 Top Seller Experience - Hawaii

The next adventure could be yours! During the 2027 Cookie Program, girls who sell 6,000 packages or more will earn an unforgettable trip to Hawaii with Girl Scouts of the Desert Southwest. Set your goal, grow your business, and make the 2027 Top Seller Experience your destination.

This Could Be YOU!

2027 Ultimate Seller Experience - Paris

Paris is calling! Imagine standing beneath the Eiffel Tower, exploring the world-renowned Louvre, strolling through the Latin Quarter, and discovering all the magic that the City of Light has to offer. Girl Scouts who set big goals, work hard, and reach new heights can earn an unforgettable adventure to Paris, France. The journey begins with an incredible cookie goal - sell 10,000 packages of Girl Scout Cookies and make your dream trip a reality!





Set Your Cookie Goals

girl scouts
of the desert southwest
southern new mexico
& west texas

DigitalCookieDirectShipBegins-Monday, January11,2027
In-Person Program Begins- SundayJanuary 24, 2027
ProgramEnds-Sunday,March21, 2027

25+ Pkgs Theme Patch	50+ Pkgs Luggage Tag <i>Personalize your bag and take your Girl Scout spirit wherever you go!</i>	100+ Pkgs Personal Pocket Cooling Fan	150+ Pkgs Bath Bomb Gift Set <i>Relax, unwind & enjoy a little pampering!</i>
250+ Pkgs YOUR CHOICE! Umbrella OR Crossbody Sling <i>Adventure ready!</i>	350+ Pkgs 2028 Membership	450+ Pkgs Custom Beach Towel <i>Made just for you!</i>	500+ Pkgs 500+ Club Patch AND Urban Air Day Pass <i>Jump, play & celebrate!</i>
625+ Pkgs Lifetime Membership for Graduating Seniors	625+ Pkgs Personalized Blanket <i>Wrap up your success!</i>	850+ Pkgs GSDSW T-shirt <i>You earned it. Now rock it!</i>	1000+ Pkgs YOUR CHOICE! Fluffy Rabbit Plush OR Water Bottle Bag
1250+ Pkgs YOUR CHOICE! Cookie Camp at Fort Lone Tree OR \$50 Desert Dollars <i>Adventure or spending power! August 6 - 8, 2027</i>	1500+ Pkgs YOUR CHOICE! Giant Jenga OR Declan's Mining Company <i>Become a home geologist!</i>	1750+ Pkgs YOUR CHOICE! Kendra Scott Jewelry Design OR Camping Kit <i>Create it or camp it!</i>	
2000+ Pkgs YOUR CHOICE! Texas Songfest, Austin, TX OR \$75 Desert Dollars <i>Sing it or spend it! May 7 - 9, 2027</i>	2500+ Pkgs YOUR CHOICE! Experience Some Mitre Magic with a Free Week at Camp* OR \$75 Desert Dollars <i>*excludes multiple-week programs</i>	3000+ Pkgs YOUR CHOICE! Electric Scooter OR Drone <i>Ride it or fly it!</i>	3500+ Pkgs Digital Camera Package <i>Your next adventure deserves to be captured!</i>
4000+ Pkgs YOUR CHOICE! Phoenix Boardwalk Weekend OR \$75 Desert Dollars <i>May 21 - 23, 2027</i>	5000+ Pkgs Nintendo Switch <i>Level up your fun!</i>	6000+ Pkgs Trip to Hawaii <i>Earn your way to paradise! July 28 - August 1, 2027</i>	10000+ Pkgs Weekend in Paris <i>Explore the City of Lights!! August 26 - 29, 2027</i>

Desert Dollars may NOT be used for Girl Scout fundraising events, purchase of cookies or fall product items, adult training fees, adult items from the retail shop, or GSUSA adult membership (unless graduating senior). The council reserves the right to substitute items of equal or greater value. All rewards are cumulative except for PGA recognitions.

Notes about the 2027 Cookie Rewards

Recognitions with “OR”

Some cookie recognitions have an item OR item OR Desert Dollars. That means the Girl Scout needs to choose which recognition she would like. This decision is entered into Smart Cookies by the troop. Please discuss with the Girl Scout which option she would like.

Rewards with a class component

Some cookie rewards include a fun educational class component. To receive the recognition, Girl Scouts must attend the class, keep their camera on, and actively participate.

Recognitions requiring a class

- Kendra Scott, April 5, 2027, or April 6, 2027
- Electric Scooter, April 7, 2027, or April 8, 2027
- Drone, April 12, 2027, or April 13, 2027
- Nintendo Switch, April 14, 2027, or April 15, 2027
- Camping kit, April 20, 2027, or April 21, 2027
- Digital Camera package, April 26, 2027, or April 27, 2027
- A Zoom registration link will be emailed approximately two weeks before the class date. Be sure to check your inbox and spam folder so you don't miss it!
- Participation is required to receive the recognition.

Adventure Awaits!

Some of our top cookie rewards are unforgettable experiences, including:

- Texas Song Fest, Austin, TX, May 7 - 9, 2027
- Arizona Boardwalk Adventure, Phoenix, AZ, May 21 - 23, 2027
- Hawaii, July 28 - August 1, 2027
- Cookie Camp at Fort Lone Tree, Captain, NM, August 6 - 8, 2027
- Paris, France, August 26 - 29, 2027
- Girls who earn an experience or travel rewards must be accompanied by an adult. For safety and insurance purposes, the accompanying adult must be a current Girl Scout member with a completed and approved background check.
- Keep an eye on your email! Girls who earn these rewards will receive an email asking if they plan to participate. Be sure to respond by the deadline and check your spam or junk folder so you don't miss out.
- Experience and travel rewards include applicable airfare, hotel accommodations, admission fees, and meals during the trip. Souvenirs, snacks, and other incidental expenses are the responsibility of the Girl Scout and accompanying adult.

Desert Dollars

Earn \$5 Desert Dollars for every 100 packages sold beginning at 100 packages up to 4,000 packages.

Desert Dollars may be used for the following:

- GSDSW Shop purchases of girl items
- GSDSW girl program and training fees
- GSDSW Travel Group sponsored trips
- Approved Girl Scout Destinations
- GSUSA Girl Membership Fee



Desert Dollars may NOT be used for the following:

- Girl Scout fundraising events
- The purchases of cookies and fall product items
- Adult training fees
- Adult items
- Adult GSUSA Membership Fees

Have 15+ packages donated and earn the Cookie Share patch!

Achievement Bars

Begins at 100 packages earned and awarded at the highest level achieved (non-cumulative and earned in increments of 100 up to 1,000 level).

Recognition Orders

Troop

There are two steps Troop Cookie Coordinators must take when completing their troop's recognition order. The first is to create the order and the second is to submit it.

Step 1: Creating Recognition Order - This step can be completed at any time between Sunday, March 7 - Monday, March 22, 2027. Once created, Troop Cookie Coordinators can update choices and selections as the Girl Scout earns each level.

Note: Troops opting out of recognitions must submit and receive approval for their opt-out form before placing their order. Opt-out forms are due by 5:00 PM MST on January 11, 2027.

Step 2: Submitting Recognition Order - Troop Cookie Coordinators must have their recognition order must be submitted by 11:59 PM MST on Monday, March 22, 2027, in order to be processed.

Use the QR code below to view step-by-step instructions for creating / submitting recognition orders and running recognition reports.



Service Unit

After troops have completed their recognition order, Service Unit Cookie Chairs will submit them to council no later than Tuesday, March 23, 2027. Please take this time to confirm all troop recognition orders are complete. Council confirms recognitions before uploading to ABC, Thursday, March 25, 2027.

Receiving Recognition Order

Recognition orders will arrive to Service Unit Cookie Chairs between mid-April and early May.

- Upon receipt, verify all items against the packing slip, sign and date it, and email a copy to info@gsdsw.org within one week.
- Use the Recognition Report by Troop to sort rewards and schedule troop pick-ups. Troop Cookie Coordinators must verify and sign for their rewards at pick-up.
- Any Girl Scout who has a balance due does not receive any cookie rewards until her balance is paid in full.
- **Rewards must be distributed to troops within two weeks of arrival.**

Report any discrepancies to info@gsdsw.org immediately.

Contest

Direct Ship Contest

Have a customer place a direct ship order of 12+ packages between January 11 – 17, 2027, and you'll be entered to win a Mystery Prize!

How to Enter:

- Share your online cookie link with family and friends.
- Have a customer place a Direct Ship order of 12+ packages during the contest period.
- One qualifying order is all it takes to be entered!

Good luck!

Flavor of the Week

Each week during cookie season, a different Girl Scout cookie flavor will be featured! Girls can participate by selling the featured cookie flavor Monday through Sunday.

How to Enter:

- Sell 24+ packages of the featured Flavor of the Week
- Once you reach 24 packages, you're entered into that week's drawing for a mystery prize!

A new flavor is featured each week and gives you another chance to win!

Bling your Booth

Celebrate Girl Scout Cookie Weekend, February 19 – 21, 2027 by showing off your Girl Scout spirit and creativity! Bring your troop together, decorate your cookie booth, and make your booth stand out.

How to Enter:

- Decorate your cookie booth during Girl Scout Cookie Weekend (February 19 – 21, 2027).
- Take a photo of your Girl Scouts at the booth.
- Submit your photo to info@gsdsw.org by the contest deadline.

Judges will be looking for:

- Creativity
- Girl Scout spirit
- Booth presentation and customer appeal

The top three booths win a special prize! Get creative and have fun!

Key Reports/ Resources

Troop Balance Summary

(required for troop end-of-year financials)

- Shows the summary of a troop as a whole.
- Shows how many packages have been transferred in and out of the troop, payments made to council (via ACH withdrawals and online or credit card payments), what the troop proceeds are, and the troop balance due to council.
- At the end of the 2027 Cookie Program, the balance should read \$0.

Troop On-Hand Inventory

- This report shows the troop's current cookie inventory and helps track cookies transferred in from cupboards, girls, or other troops and transferred out through booths or transfers.
- If the report does not match what the troop physically has, receipts should be reviewed for missing or duplicate transactions.
- At the end of the program, troop-on-hand inventory should be zero in all categories.

Girl Balance Summary

- Similar to the Troop Balance Summary, this report shows each Girl Scout's current standing.
- This report is ideal for giving to parent / families throughout the course of the program.
- It will include the number of packages transferred to the Girl Scout, booth sale packages, online sales, payments made to the troop (if transaction entered into system), and direct ship or credit card transactions credited for.
- At the end of the program, the Girl Scout balance should read \$0.

Girl Scouts of the Desert Southwest

When reaching out to council ensure to include your troop#, names and all info. We also ask you to be a sister to all girl scouts when talking to staff or volunteers.

ABC

Call us at 855-444-6682 (9:00AM to 12:00AM EST) or email at ABCSmartCookieTechSupport@makerspride.com

Product Program Department

Rink Somerday - Director of Programs & Product
Haley Rose - Product Program Specialist
Argelia Moreno - Product Program Specialist

Contact us at.....

(915) 566-9433 option 0
(432)614-2635 x 8255
info@GSDSW.org

Looking ahead

The Caramel Chocolate Chip gluten-free cookie will be retiring after the 2029 cookie season.

Scan the QR code for the Cookie Season LinkTree! Find ABC Quick Bites, forms, resources, and important links all in one place!



2027 Service Unit Cookie Chair Position Description

Description: Support the annual Girl Scout of the Desert Southwest (GSDSW) Cookie Program by volunteering time as a Service Unit Cookie Chair (SUCC). This position is responsible for working with troops within the service unit to support the Cookie Program.

Term: October through April is the most concentrated time commitment. The final responsibility is ensuring distribution of girl recognition to troops within three weeks of delivery.

Appointment: Recommended by Service Unit Manager with final approval and appointment by the Council.

Reports to: GSDSW Product Program Team

Duties and Responsibilities:

- Attend mandatory Service Unit Cookie Chair training provided by GSDSW.
- Become familiar with the Cookie Program products, procedures, recognition plan and troop incentives such that you are able to answer troop volunteer questions comfortably.
- Conduct the Cookie Program safely by adhering to GSDSW Safety Guidelines.
- Encourage troop participation and promote the Cookie Program.
- Receive program materials and distribute in a timely and safe manner.
- Provide support to Troop Cookie Program Coordinators and other troop volunteers.
- Ensure that all troop orders within your service unit have been entered into Smart Cookies by the program deadline.
- Receive product delivered by trucking company on designated delivery date.
- Receive and distribute both product and recognitions to troops in a timely and safe manner.
- Conduct open and positive communications with Product Program Team as needed.
- Act as liaison between GSDSW Product Program Team and troop volunteers.
- Review Cookie Program emails, attend or view recorded GSDSW Cookie Program Just-In-Time trainings to stay up-to-date on the program.
- Proactively communicate with all troops within your service unit reminders of program details and deadlines.
- Report any concerns to council about unsuitable troop behavior.
- Supervise Cookie Program activity by ensuring all troops have entered their troop bank account information in Smart Cookies.
- Accept financial responsibility of girl recognitions received from the Cookie Program vendor, until signed for and received by troop volunteers.
- Withhold recognitions for troops with outstanding cookie balances until notified by GSDSW.

2027 Service Unit Cookie Chair Position Description cont.

Qualifications:

- Current registered adult member of GSUSA
- Completed and eligible background check on file
- In good standing with GSDSW (i.e., no outstanding debt)
- Additional qualifications include: the ability to work with and motivate troop volunteers in a team situation, have good conflict management resolution and problem-solving skills, and have the ability to keep accurate inventory and financial records
- Detail oriented and excellent time management skills; must be able to meet council set deadlines
- Must have access to a computer with internet capability
- Comprehensive computer knowledge; willing to learn online database system- Smart Cookies and Digital Cookie

I have read the Service Unit Cookie Program Chair position description and agree to accept this volunteer position and will fulfill the duties required to the best of my ability. In the event I am unable to complete the duties of this position, I will immediately notify the Service Unit Manager and the Product Program Department.

I will return all records pertaining to the Cookie Program in a timely manner.

I understand that GSDSW will share my contact information with the Cookie Vendor and Service Unit Manager. I understand that GSDSW is releasing restricted data to me for use in my volunteer capacity. Any unauthorized disclosure or distribution of such data for any reason other than Girl Scout business is prohibited.

I understand that I will share my log in and password with the council Product Program Specialists and no one else for security reasons.

I understand that I am responsible for all product and recognitions in my position and will be expected to keep accurate records and receipts. Failure to keep accurate inventory records, financial records and receipts on my part may result in legal action taken against me by Girl Scouts of the Desert Southwest.

The information I have provided is true. I understand that falsification or significant omissions of information may be considered reason for dismissal from this and future positions.

By signing this position description, you agree to follow all responsibilities and guidelines listed above.

Cookie Program Opt-out of Rewards Form & Guidelines

Girl Scout Cadette, Senior, and Ambassador troops ONLY.

FULLY complete this form. Use additional forms as necessary to list all girls registered in the troop.

Date _____ Troop _____ Service Unit _____

Girl Name	Selling Cookies	Opt-out Vote	Girl Signature	Parent Signature
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		
	Y N	Y N		

By signing and submitting this form, I am confirming that all registered and selling girls in my troop have had an opportunity to vote and have agreed (by majority vote) to opt out of girl rewards to earn an additional 10¢ per package sold during the 2027 cookie program. I understand that after submitting this form to council, my troop will not earn girl rewards as indicated on the back of the 2027 girl order card and Troop Guide and instead will earn an additional 10¢ per package. I understand that this only applies to the 2027 cookie program.

**Girls will still receive ALL earned patches and initial rewards.*

Troop Leader Name (first and last) _____

Troop Leader Signature _____ Date _____

Troop Cookie Manager Name (first and last) _____

Troop Cookie Manager Signature _____ Date _____

Deadline to submit opt-out form is Monday, January 11, 2027, 5:00 PM MT.

Email to info@gsdsw.org.

Opt-out of Rewards GUIDELINES cont.

This initiative is available to Girl Scout Cadette, Senior, and Ambassador troops ONLY (multi-level troops with Girl Scout Daisies, Brownies, or Juniors are NOT eligible).

Cadette, Senior, and Ambassador troops (or combination of, without Daisies, Brownies, or Juniors) with a troop PGA of 350+ may choose to opt out of ALL rewards and receive an additional 10¢ per package for the 2027 Girl Scout Cookie Program. Girls will still receive ALL earned patches and initial rewards.

Fully completed and signed form MUST be turned in to the Product Program department no later than Monday, January 11, 2027, 5:00 PM MT.

Rules & The Fine Print

- Entire troop MUST vote on this option. ALL registered girls in troop MUST be listed and included in vote, signature, etc. - EVEN if that girl does not sell cookies during the 2027 season.
- Multi-level troops with Daisies, Brownies, or Juniors are NOT eligible.
- Decision to opt out will be determined by majority rule.
- Girls selling will still receive all earned patches and any earned initial order rewards.
- The Troop Leader and Troop Cookie Manager must sign this form as consent of the troop's decision to opt out of earning girl rewards.
- This form must be submitted to the council by Monday, January 11, 2027, 5:00 PM MT.
- NO LATE SUBMISSIONS will be accepted.
- Use only one form per troop. If you are a Troop Leader and Troop Cookie Manager for multiple troops, you must complete this form for each troop.
- Troops with delinquent accounts-troop or parent-will not be applicable for this initiative.
- Troops having issues with ACH process or making multiple ACH adjustments may not be applicable for this initiative.
- Troops not in compliance with council-approved troop bank account may not be applicable for this initiative.

These additional proceeds will be calculated after the cookie audit is completed and will be submitted to the troops in an additional transaction (outside of receiving their original proceeds) no later than end of April. If troops submit delinquent accounts with end-of-program paperwork-troop or parent-additional proceeds will NOT be given.

Questions? Email info@gsdsw.org.

2027 COOKIE PROGRAM PARENT/GUARDIAN PERMISSION & RESPONSIBILITY FORM

My Girl Scout, _____, a member of Troop _____, has my permission to participate in the council-sponsored 2027 Cookie Program.

Parent/Guardian Name (print legibly): _____

Mailing Address: _____

Street

City

State

Zip

Phone: (Cell) _____ (Alt.) _____

E-mail Address: _____

Driver's License: _____ State: ____ Name of Employer: _____

Parent/Guardian Signature: _____

Are you or your Spouse Active Military: ☐ Yes ☐ No If Yes, if checked please complete the following:

Sponsor Name: _____ Unit: _____

Address: _____ Duty Phone #: _____

If money is delinquent, commander will be contacted

Reward Choice: _____

T-Shirt Size (circle 1) YS YM YL AS AM AL AXL A2XL A3XL A4XL

Please Remember:

Cookie booths give girls the opportunity to learn new skills, promote Girl Scouting, live the Girl Scout Promise and Law, and sell more cookies. This opportunity comes with the responsibility to follow safety, public relations, and business guidelines.

Please keep in mind that selling Girl Scout Cookies at cookie booths is a privilege granted to us by local businesses. This privilege is abused, even unintentionally, can cause all Girl Scouts to lose the opportunity for additional sales at these places of business. Please be considerate of the business' customers and property. If complaints arise, you may be asked to leave.

Girl Scout Signature _____ Date: _____

Parent Signature _____ Date: _____

I have read and will follow social media rules as instructed by GSUSA and GSDSW.

Any girl or adult participating in Cookie Booths must follow procedures on next page.

Girl Scouts of the Desert Southwest - 2027 COOKIE PROGRAM

PARENT/GUARDIAN PERMISSION & RESPONSIBILITY FORM cont.

- I understand that my daughter must be registered as a Girl Scout for the October 1, 2026, through September 30, 2027, membership year.
- I understand that unsold product cannot be returned to or exchanged at the council, cookie cupboards, or to the troop leader.
- I understand that my daughter cannot sell prior to Sunday, January 24, 2027 and I understand that my daughter will be penalized for early orders and will not receive credit for orders received before Sunday, January 24, 2027.
- I understand that my daughter cannot collect money until the product is delivered to the customer. I accept responsibility to meet all troop deadlines outlined by my daughter's troop leader.
- I understand that I am financially responsible for any orders submitted by me to the troop leader via email, text, verbally, or through social media.
- I understand that all cookies are to be promptly delivered to customers and monies owed by my family are paid on a weekly basis to the troop leader(s). Total monies will be paid in full no later than Monday, March 22, 2027.
- I understand that if all money due by my daughter is not paid by Monday, March 22, 2027, she will not be entitled to receive recognitions until the amount has been paid in full.
- I understand that the leader and/or council may request payment for cookies received prior to the release of more cookies once the sale has started.
- I understand that outstanding accounts will be turned over to a collection agency by the council at the conclusion of the sale and any collection cost will be added to the amount owed.
- I understand that all monetary proceeds belong to the council and troop and are not to be retained by individual girls as their property. **Proceeds DO NOT follow the girls.** _____ (initial)
- I understand that due to the rising cost of recovering money from "Non-sufficient Funds" checks, any checks accepted will be at my own risk. Council will NOT cover the cost of returned checks.
- I understand that for my daughter to participate in the cookie program, I cannot have any outstanding debt with the council.
- I agree to accept financial responsibility, including prompt payment for all cookies and money my daughter receives and will also see that she has adult guidance at all times.
- By signing I also give my daughter permission to participate in troop cookie booths for the 2027 Cookie Program.

Cookie Booth Etiquette Contract

I will:

- Follow GSDSW Guidelines
- Be polite and friendly
- Remember my behavior reflects on all Girl Scouts
- Wear my uniform or pins to identify me as a Girl Scout
- Keep table and area neat
- Say THANK YOU to all individuals approached
- Take empty boxes, recycles, and trash with me when leaving location
- Know what my troop will do with proceeds
- Respect each retailer's policy and procedures

I will not:

- Block the entrances to the store
- Get in the way of customers
- Ask a customer twice to buy cookies
- Go shopping in the store during the cookie booth
- Talk loudly, run around, or play while at booth
- Eat, drink, or chew gum while at booth
- Leave trash behind
- Conduct an illegal roadside booth
- Bring tag-a-longs

Girl Delinquent Report

Check List

☐ Delinquent summary must be filled out completely	☐ Girl Cookie Order Detail Summary
☐ Signed Parent/Guardian Permission Form	☐ Girl Scout Balance summary from Smart Cookie
☐ Signed product & money receipts (white copy)	☐ Submitted to council NO LATER THAN Thursday, March 25, 2027

Delinquent Parent/Guardian Information

First Name: _____ Last Name: _____

Is parent / guardian a registered GS Adult? Yes No

Address: _____

City: _____ State: _____ Zip: _____

Telephone: (_____) _____ Alt Telephone: (_____) _____

Email: _____

Girl Scout Name: _____ Troop #: _____

Total Sales (a):	
Amount Collected Via Direct Ship and Credit Card (b):	
(a-b) Total to be Collected (c):	
Total Collected (white receipts) (d):	
(c-d) Total Amount Owed:	

Troop Cookie Coordinator: _____ Telephone: _____

I hereby certify that all the above information is true and complete.

Signature: _____ Date: _____

Girl Delinquent Report Instructions

Due:

- Report due completed, with all documentation by Thursday, March 25, 2027.

Submit:

- One report per email per Girl Scout. Email all documentation to info@gsdsw.org.

Check list items:

- Girl Delinquent Summary: Each delinquent Girl Scout must have a completed Girl Delinquent Summary. If multiple Girl Scouts in a single family are delinquent, you MUST complete a separate summary for each Girl Scout. Amounts cannot be combined.
- Parent/Guardian Permission Form: Each delinquent Girl Scout must have a signed Parent/Guardian Permission Form on file to participate in the Cookie Program. This signed form must be included in the Girl Delinquent Report.
- White Cookie Program Receipts: These receipts must be signed by both the Troop Cookie Coordinator and the parent/guardian. Each of these transactions MUST match what is in the Smart Cookie system.
- Girl Cookie Order Detail Summary: To export this report, follow these steps. From the Troop Dashboard click on "Reports," "Current," click on "Orders," click the "Girl Cookie Order Detail Summary, enter Girl Scout First and Last name as it appears in Smart Cookies and click "View Report." You can then save it as a .pdf file.
- Girl Scout Balance Summary from Smart Cookie: To export this report, follow these steps. From the Troop Dashboard, click on "Reports," click on "Finance," click on "Girl Scout Balance Summary," enter the Girl Scout name, scroll to the bottom of the screen, and download a PDF or print report. This report MUST be included with the Girl Delinquent Report.

Cookie Booth Etiquette Contract

It's essential for both girls and adults to understand that when they're at a booth, they're representing the entire Girl Scout organization. Discussing proper behavior with your troop is a great first step.

Having everyone review and sign the Booth Etiquette Contract is important, as it reinforces our commitment to these values. Remind the girls and adults that their actions shape perceptions of Girl Scouts as a whole.

Booths are a fantastic opportunity for girls to learn new skills, promote Girl Scouting, embody the Girl Scout Promise and Law, and sell cookies. However, this privilege comes with the responsibility to adhere to safety, public relations, and business guidelines.

Selling Girl Scout Cookies at these locations is a privilege granted by local businesses. If this privilege is abused, even unintentionally, it could jeopardize future opportunities for all Girl Scouts. It's crucial to be respectful of the business's customers and property. By working together and being considerate, we can ensure that these partnerships remain strong and beneficial for everyone involved!

On our honor, we _____ will follow the rules listed below while working at my Troop's cookie booth.

We will:

- *Be polite and friendly to customers AND other Girl Scouts, troops, troop leaders.*
- *Remember that my behavior reflects on all Girl Scouts.*
- *Obey the booth starting date.*
- *Arrive and leave on time.*
- *Wear my uniform, vest or sash, or my pins to identify me as a Girl Scout.*
- *Keep the table and area neat.*
- *Say THANK YOU to all approached customers.*
- *Remove empty boxes and recycle if possible.*

I will not:

- *Get in the way of customers or block entrances.*
- *Ask a customer to buy cookies more than once.*
- *Go into the store while working at the cookie booth.*
- *Talk loudly, run around, or play while selling at a cookie booth.*
- *Eat, drink, or chew gum while at the cookie booth.*

Girl Scout Signature _____ Date _____

Parent Signature _____ Date _____

girl scouts 
of the desert southwest
southern new mexico
& west texas



Thank You
FOR ALL YOU DO!