



2018 Cookie Program Family Cookie Responsibility Form

Each Girl Scout family must submit this completed form to their troop cookie manager prior to participating in the Cookie Program, including cookie booths. Please complete and return this form by February 3, 2018.

The Cookie Program runs from Saturday, February 3 to Sunday, March 18

- Girls **must not** sell cookies or take orders for cookies prior to Go Day on February 3.
- Prior to Go Day, girls **may** communicate to customers that they will be selling cookies starting February 3.

Cookie Sales

- Girls, not adults, must sell cookies.
- Girls may send an order card to their parent/guardian's place of work as long as it is accompanied by a short paragraph about themselves and their cookie goals.
- Girls may only sell cookies in person within River Valleys' council jurisdiction with the exception of family outside the jurisdiction. Girls may sell cookies online, using Smart Cookies, to friends and family in any location.
- Girls must be clearly identifiable as Girl Scouts by wearing their sash, vest, or membership pin over outerwear.
- Cookie booths must be organized and/or approved by the troop cookie manager or troop leader.
- Girls may sell cookies online only through the Smart Cookies software. Cookies may not be sold or promoted through websites or social media that are open to the public such as Facebook groups, garage sale sites, Craigslist, and Amazon. Cookies may be promoted online to friends and family only. If a girl's family member is assisting with promotion, it must still be the girl who completes the sale.
- Families must understand and adhere to the Safety Activity Checkpoints at GirlScoutsRV.org.

Cookie Handling

- Families must communicate with the troop cookie manager immediately if they believe their Girl Scout will not be able to sell all of the cookies in her inventory.
- Parents/guardians assume responsibility for the proper care and storage of all cookies received from the troop (e.g. dry, cool, smoke-free, pest-free, and indoors). Families will be held financially responsible for cookies damaged while in their possession.

Financial Responsibility

- Any cookies not returned to the troop by /____/____/____ become the property of the family, and the family is financially responsible for payment to the troop.
- Families must turn in 50 percent or more of money due before acquiring additional inventory.
- All families must receive a **signed receipt** for all cookies picked up and money turned in.
- All funds are due to the troop by March 28.
- All core cookie varieties must be sold for \$4.00 per package (the gluten free Trios must be sold for \$5.00).
- Credit cards may only be accepted for payment at troop booth activities using the council-approved vendor and must be connected to the troop bank account.

My Girl Scout has permission to participate in the Girl Scout Cookie Program and her likeness (pictures, video, audio) may be used for Girl Scout publicity purposes. I have read and agree to abide by the policies above. I understand I am financially responsible for all cookies issued to my Girl Scout and all money she collects, and I agree to pay promptly.

Girl name: _____ Troop number: _____ Date: _____

Parent/guardian name: _____ Signature: _____