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# Thin Mint Press

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## What's Baking?

- Troops who pick up additional cookies from a cupboard between February 26<sup>th</sup>-March 8<sup>th</sup>, will earn an additional 50 cents in proceeds for those packages.
- Digital Cookie In hand (credit card payments) and Direct Shipped Orders available until March 10<sup>th</sup>.
- **Negative balances due on the girl order tab means that girls need more package credit!**

## Upcoming Dates

- **March 1<sup>st</sup>-3<sup>rd</sup>:** Digital Cookie Girl Delivery Available
- **March 4<sup>th</sup>:** Last Day to Place a Cupboard Order
- **March 4<sup>th</sup>:** Unpaid Balances Form Due to Council
- **March 10<sup>th</sup>:** Cookie Program Ends
- **March 12<sup>th</sup>:** Final Allocations and Rewards Due
- **March 12<sup>th</sup>:** Product Program Zoom Open Office Hours
- **March 20<sup>th</sup>:** Final ACH



# Cookie 101 Guide Highlights

- **Pages 28-29:** How to give credit for packages in eBudde
- **Page 32:** Recording your Booth Sales
- **Page 35:** How to Offer Cookies on the Cookie Exchange Tab
- **Pages 36:** How to do a Troop to Troop Transfer
- **Page 38:** Recording Girl Payments in eBudde
- **Page 42:** Report any Unpaid Balances



Unpaid Balances Form

# Tips & Tricks

## Unpaid Balances

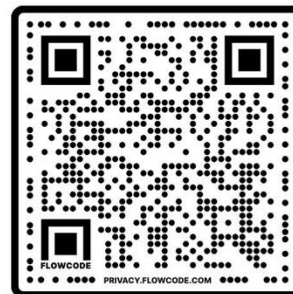
- Fill out this form if you have a caregiver who hasn't paid for the cookies taken out from the troop.
- Once Product Program receives these forms, we will be reaching out to the caregiver to help collect what is owed by March 13<sup>th</sup>.
- If the caregiver balance is paid by March 13<sup>th</sup> to the troop, no further action is required.
- If the caregiver balance is not paid by March 13<sup>th</sup>, then that total will be taken off of the troop's ACH amount and the caregiver will be sent through the collections process.
- When a form is filled out, the SU, troop and caregiver will also be notified via email.
- Any communication and receipts you have must be submitted with the form.

# Customer Care

**Hours:** Monday-Thursday | 8:00 a.m.-5:30 p.m.

**Phone:** 800-345-6858

**Email:** [customercare@gsfsi.org](mailto:customercare@gsfsi.org)



**Scan the QR Code for additional information!**

All forms and downloads can be found on our website.