



2020 Girl Scout Cookie Program Participation Agreement

Thank you for participating in the Girl Scout Cookie Program. By taking part, girls have the opportunity to practice five key skills that will last a lifetime: goal setting, decision making, money management, people skills, and business ethics. Plus, they help fund local Girl Scout experiences like troop activities, camp, other Girl Scout programs, and volunteer training. Family encouragement and guidance are key to ensuring a positive, safe experience. In order for girls to participate, parents/guardians need to read **both sides of this agreement** and sign below, then give it to the troop cookie manager (TCM).

Girl Scout eligibility

- Girls must be registered for the 2019-2020 Girl Scout membership year, with a signed Participation Agreement submitted to the TCM.
- Families with parents/guardians in more than one household must provide separate signed Participation Agreements. **Each household will share the same Digital Cookie login**, but will handle its own product and money to protect both parties from incurring each others' cookie program debt.
- Participants must be in good standing with Girl Scouts San Diego (GSSD) and have no unresolved business matters.

Sunday, Jan. 26, 9 a.m.—Cookie program starts! While girls may communicate in advance with family, friends, and former customers to let them know the start date, girls may not collect orders and/or money before this time.

Sunday, Jan. 26–Sunday, March 8

- **Standabouts:** Girls may market cookies at lemonade-style stands in front of private residences. Marketing in front of stores or commercial properties is not permitted until cookie booth time (see below).
- **Door-to-door activities:** Troops/girls, with an accompanying adult, can walk about in residential neighborhoods within San Diego and Imperial counties. Girls **cannot market on private commercial properties** or sites used by the general public (shopping centers, military bases, farmers markets, parking lots, schools—including **university or college campuses**—religious institutions, business/retail locations, etc.) unless it is an approved booth location.

Friday, Feb. 7–Sunday, March 8—Cookie booths are girl-operated, direct-marketing opportunities where the public can purchase cookies from girls.

- Booth sites must be approved and coordinated by the TCM, held at approved locations, and scheduled in eBudde™. A copy of the troop sign up sheet (provided by the TCM) must be at all cookie booths.
- Required forms for each girl: 1) This agreement, plus: 2) a Girl Health History and Annual Permission form (provided to the troop and valid for all booths—*or*—a Trip or Event Permission form (one required for *each* cookie booth).
- For safety, two adults must be present at each cookie booth at all times (one must be registered and have current background check on file with GSSD).

Sunday, March 8—Cookie program ends. This is the last day to market cookies in public. Girls/troops with remaining packages may continue to approach to family, friends, and former customers.



Our new cookie is top secret until January!

On Tuesday, Jan. 7, Girl Scouts of the USA will announce the addition of a new cookie. Do not share information about its name, flavor, description, package design, or any other aspect until 6 a.m. on that date.

Media

Only an official spokesperson may speak for Girl Scouts San Diego. If approached by the media, please contact Communications Director Mary Doyle at 619-610-0710.

Parent/guardian agreement: I have read and fully understood the information on **both sides of this agreement**. By signing below, I give my Girl Scout permission to participate in the 2020 Girl Scout Cookie Program. We agree to abide by the Girl Scout Law and the participation guidelines outlined here and in the *Family Cookie Guide*. I acknowledge that disregard of any standards may result in forfeiting rewards, cookie booths, and/or troop proceeds. I understand I am legally responsible for cookies issued and money collected, and I agree to pay promptly. *Should I fall behind in payment, GSSD may actively pursue collection through legal avenues, if necessary. I also understand that my girl's participation in future product programs and financial assistance will be limited if I am delinquent with cookie program payment.*

Girl name (print): _____ Parent/guardian name (print): _____

Address: _____ City: _____ Zip code: _____

Adult email: _____ Phone: (_____) _____ Driver's license #: _____

Parent/guardian signature: _____

Safety first!

- Adult supervision is required when girls take orders, collect money, participate at cookie booths, and deliver product.
- Marketing door-to-door, at standabouts, and at cookie booths is only permitted until 8 p.m.
- Girls should never enter a customer's home or vehicle.
- Protect girls' privacy; only provide an adult's contact information if requested by customer.

Money collection and handling procedures

Parents/guardians accept financial responsibility for all cookies and money received and should receive a receipt every time these are exchanged.

- Core varieties—**\$5/package**: Thin Mints/Samoas/Tagalongs/Trefoils/Do-si-dos/new cookie
- Specialty cookies—**\$6/package**: Gluten-free Toffee-tastics/Girl Scout S'mores
- Troop proceeds belong to the troop, not individual girls.
- Collect payment for cookies when delivering products, except for cookies paid via Digital Cookie.
- Digital Cookie purchases: Girls and their parents/guardians must follow through on accepted girl delivery orders.
- Safeguard all money collected and submit to troop within seven days of receipt **in the original form of payment**. Request a receipt from the TCM when turning in money and picking up additional cookies.
- Accepting credit card payments is a troop decision and is only allowed at booth sites or through Digital Cookie.
- GSSD does not reimburse returned checks, or counterfeit bills; it is highly recommended that girls **do not accept checks and bills larger than \$20**.
- **Do not deposit any funds** into personal accounts (including personal credit card processing accounts like PayPal, Venmo, or Zelle).
- **Do not send money to school with girls.**
- While there is **no pre-payment required for cookies**, troops typically ask for money owed before giving additional cookies.

Receipts are for everyone's protection in case of a discrepancy, all transactions must be documented with a receipt. Complete a receipt with the TCM **every time cookies are exchanged or money is turned in** (one copy for the parent/guardian and one for the TCM).

Online/email marketing and guidelines: Before engaging in any online activities, girls must review the GSUSA Internet Safety Pledge available at sdgirlscouts.org/cookieprogram.

- Girls under the age of 13 may use the emails in Digital Cookie to market to friends, family, and customers. They may also use social media sites and email as long as they use the accounts of a parent/guardian.
- Girls 13 and older are permitted to use their own online accounts with adult supervision.
- All online marketing activities, especially those conducted through social media platforms, **must always be done through accounts set to "private."**
- Friends and family of cookie program participants must not share a girl's contact information, program links, or program information on public-facing online sites; program links may not be shared with any news outlet (this includes online and traditional news media, such as radio, television, or magazines).
- Should any online marketing activities be identified in violation of this guidance, GSSD reserves the right to request removal of the post.

Exchange and return guidelines

- **Cookies cannot be returned to GSSD**; however troops may accept returns if the cookies can be used at booths or for another girl's inventory. Ask your TCM for troop-specific details, including questions about damaged cookies. To avoid over-ordering and to minimize financial responsibility, only pick up cookies to fill new orders.

Girl rewards

Girl Scouts are eligible to earn individual girl rewards by participating in the cookie program. Rewards are cumulative! Ask your TCM for the *Quick Reference Guide* for photos, event dates, and full details.

- 425 package rewards and below will be distributed to troops in April-June.
- Most 525 package rewards and above will be coordinated directly with girls and their parents/guardians.
 - To avoid delays, make sure both email and mailing address are accurate in your membership account (My GS/VTK) by Sunday, March 8.
 - All outstanding girl payments are due to GSSD by **Friday, March 27** in order for girls to receive their 525+ package rewards.
 - Registration information for 525+ package reward events will be emailed at the end of March. Contact cookierewards@sdgirlscouts.org immediately, if email does not arrive by **Wednesday, April 8**.
 - Any event or reward item adjustments must be requested in writing to cookierewards@sdgirlscouts.org by **Sunday, April 19**. **Reward substitutions cannot be guaranteed.** Cookie Buck Program Credits may be issued based on remaining inventory/event space, and can be used for girl membership, GSSD summer camp, in GSSD shops, and more.