

Cookie Season

Parents fill out financial agreement

Fill out form and agree to rules

Shirt and jacket size (at end of season)

Opt into membership voucher or not

Parents opt in to cookies

Submit orders (current site: <https://forms.gle/gCyPkUHEjmmnECv5>)

Parents get email confirmation of their order

Parents submit as many as they want

I order from council (they have their own process)

I need to pull data from all orders combined in a certain range

I also need to see how many booth are planned and which booths they are

Recommended booth options should be available based on settings

Example: I can set a booth as a 10 case booth, and it adds it to the order

10 cases added would be based on what I had in settings as a 10 case booth

Mark all of these as ordered

I pick up from council

Check them in / add them to troop inventory

Separate out booth cookies as those can be returned to council

Pull all orders marked as ordered

Fill them individually

Group all orders from one person together

Would be nice if system told me which orders to fill automatically

Notify parents that orders are ready for pick up

Parents pick up cookies

Issues receipt of pickup when it is done and parent has verified order is correct

Currently done on paper

MONEY AND/OR COOKIE RECEIPT			
(IMPORTANT: BE SURE TO WRITE TROOP NUMBER ON ALL RECEIPTS)			
TROOP #/NAME		S.U.	DATE
NO. OF CASES	NO. OF PKGS.	VARIETIES	MONEY
		ADVENTUREFULS™	
	2	TOAST-YAY!™	
	3	LEMONADES®	
	2	TREFOILS®	
		THIN MINTS®	\$
	1	PEANUT BUTTER PATTIES®	
	1	CARAMEL deLITES®	
		PEANUT BUTTER SANDWICH	
		CARAMEL CHOCOLATE CHIP - GF	
	9	♦ TOTAL	
RECEIVED BY		TROOP #	
RECEIVED FROM		TROOP #	

MS 4/22

System should show parent what they have in inventory and how much they owe

Would like to replace it with marking order as picked up once (troop chair hits picked up on their account and the parent confirms that the order is correct on their account. (email confirmation too)

Parents update site with sales

Parents put in how much they sold via cash and credit card

Update girl inventory based on this

Card transactions should update how much they owe

Cash updates when they turn in money to the troop and the troop enters it in that the parent turned in the money (see receipt, parent gets confirmation when money is turned into the troop, similar to cookie pick up)

Parents should see the current troop inventory and their own inventory

Parents should see how much they owe.

Parents can submit orders to the troop any time

If currently in stock, reduce troop inventory, notify troop cookie chair theres orders to fill with current inventory

If not in stock, set it in the to order pile.

Troop cookie chair should be able to see each girl's balance and inventory.

Parents should be able to return cookies if needed.

Reduce their inventory and their balance when turned in

Update troop inventory when turned in.

Confirmation process when it is turned in

Booth info coming soon.

Enter a booth into as system

Parents can sign up for booth

Can sign up kids

Can sign up parents to work the booth

(rules: 1 adult can be there if related to all kids working, 2 adults must be there if not related to kids working the booth. Parents can sign up without signing up their kids. This give other kids opportunities to work at a booth)

Check out cookies to the booth (can use a predefined option) Troop inventory updates

Check out money to a booth

Parent comes by and picks it up

Confirms cookie count and money count (initials on form, wish to be done in app)

Parents do booth

Parents return left over cookies and money

Both count cookies and money, write it down (should be entered into new app)

Confirm the cookies and money (initials and app)

Troop inventory updates

Booth paperwork

Enter the times the girls worked (nearest 15 minutes)

Enter how much was made from Card/electronic sales (has to be pulled from a separate site and manually entered)

Calculate sales

BOOTH CHECKUP SHEET

girlscouts® troop 2161
of texas oklahoma plains

	ADV	TYI	LEM	TRE	TM	PBP	CD	PBS	GF	TOTAL
STARTING BOX CNT	12	12	24	12	24	24	24	12		144
- ENDING BOX CNT	0	0	1	0	0	2	0	0		3
= TOTAL BOXES SOLD	12	12	23	12	24	22	24	12		141

VERIFY COUNTS & SIGN	
AT PICKUP	AT RETURN
TCC	VOL
56	24

x SALE PRICE / BOX	\$6	\$6	\$6	\$6	\$6	\$6	\$6	\$6	\$7
= TOTAL SALES	72	72	138	72	144	132	144	72	\$846

END OF BOOTH	
CASH IN BANK	522
+ CASH IN DONATE BOX	
- START MONEY	- 100
= TOTAL CASH DEPOSIT	= 422

Gray boxes are for TCC use only

BOXES	CS
141	14

COMPLETED BY TCC	
TOTAL SALES	846
- ELECTRONIC SALES	- 510
= CASH SALES	= 336

CREDITS AWARDED	
BY:	
ON:	



COMPLETED BY TCC	
TOTAL CASH DEPOSIT	422
- CASH SALES	- 336
= TOTAL DONATED CASH	= 86
/ PRICE PER BOX	1\$6
= TOTAL COOKIE SHARES	= 14.71

DATE / TIME:	

BOOTH LOCATION:	

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141	14

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