



## How to order troop cookies

### Fill in the T-1 Report with your girls' orders

An on-line version of the T-1 is available on the council website (in excel). Please consider using the on-line version and then email it to your SU Cookie Manager to reduce data entry time.

☆ Be sure to check all large and mini order card totals and include "Cookies in the Community" cookies.

### Record "Cookie Share"/Gift of Caring boxes (total of all girls) by variety at the bottom of the T-1.

(Do not list "Cookie Share" boxes by variety on the girl line.)

### Brownie & Junior Troops -

If girl order is 100 or more, indicate 100+ selection

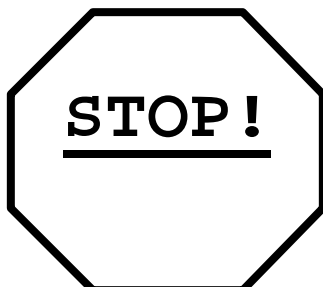
"B" - Border Collie 8" Puppy + 14" Dog

"C" - Border Collie Puppy + Additional Cookie Credit

### Calculate Totals

### Select Troop Order Type

Note - 1a and 2a orders may not return any cookies delivered to Service Unit delivery station.



Your SUCM will handle the rest!

## TROOP ORDER TYPE

### 1. NO Booth Sale

- a. Round our troop order to nearest case  
(Troop will sell the additional cookies.)
- b. DO NOT round our troop order to nearest case

### 2. Booth Sale - BEFORE SU delivery

Troop must pick up Booth Sale Cookies at GSRHC

- a. Round our troop order to nearest case
- b. DO NOT round our troop order to nearest case

Booth Sales AFTER SU delivery

Troop orders will be rounded up to nearest case  
for booth sales before 11/27.

### 3. SU's 6,12,13,14,15

- a. Booth Sale before 11/5  
Booth Sale Cookies delivered with troop order.
- b. Booth Sale 11/5 - 11/25  
Troop must pick-up Booth Sale Cookies at GSRHC
- c. Booth Sale 11/26- 12/31  
Troop must pick-up Booth Sale Cookies at GSRHC

### 4. All other SU's

- a. Booth Sale 11/1 - 11/25  
Booth Sale Cookies delivered with troop order.
- b. Booth Sale 11/26 - 12/31  
Troop must pick-up Booth Sale Cookies at GSRHC

**Complete checklist on other  
side and turn in with troop order.**

Fill in the T-1 order form with your girls' orders.

Calculate Totals



Your SUCM will handle the rest!

### TROOP ORDER TYPE

#### 1. NO Booth Sale

**1a = NO RETURNS**

- a. Round our troop order to nearest case  
(Troop will sell the additional cookies.)
- b. DO NOT round our troop order to nearest case

#### 2. Booth Sale - BEFORE SU delivery

Troop must pick up Booth Sale Cookies at GSRHC

- a. Round our troop order to nearest case
- b. DO NOT round our troop order to nearest case

**2a = NO RETURNS**

#### 3. SU's 6,12,13,14,15

- a. Booth Sale before 11/5  
Booth Sale Cookies delivered with troop order.
- b. Booth Sale 11/5 - 11/25  
Troop must pick-up Booth Sale Cookies at GSRHC
- c. Booth Sale 11/26 - 12/31  
Troop must pick-up Booth Sale Cookies at GSRHC

#### 4. All other SU's

Troop order MUST be rounded up to nearest case

- a. Booth Sale 11/1 - 11/25  
Booth Sale Cookies delivered with troop order.
- b. Booth Sale 11/26 - 12/31  
Troop must pick-up Booth Sale Cookies at GSRHC

#### NOTE -

Rounding order to nearest case does NOT apply to Lemonades or Cartwheels.

## Notes for SUCM

To reduce the number of left-over cookies from booth sales, SU's 6, 12, 13, 14, & 15 must pick up cookies at the council service center after the first weekend and use a BLUE Booth Sale Reservation Form.

NOTE - If a troop in another SU wants to hold a November booth sale after SU delivery and pick up cookies at the council, code them also as a "3b". Be sure troop has filled out a BLUE Booth Reservation Form.

### For excel worksheet

**1a = 2a = 3b.....Round Up**  
(No booth cookies w/troop order)

**1b = 2b = 3c= 4b .....DO NOT**  
**Round Up**

**3a = 4a ...Round Up + Booth Order**

**Rounding does not apply to Lemonades/Cartwheels**