

## Cookie Consignment Guidelines

Cookie consignment sales give troops the flexibility to continue booth sales without the overhead of unsold product. Troops can safely “add a Booth” on the last weekend to stretch their goals and know they will not increase their surplus cookies at the end of the Cookie Program.

### Cookie Consignment Policies:

1. Consignment orders may be picked up at designated GSGLA cupboards ONLY.
2. Consignment orders are only available during the last week of the cookie program (**March 6 – March 12, 2017**).
3. A maximum of 10 whole cases may be ordered for consignment booth sales. Only one consignment order per troop may be open at any given time.
4. Consignment cookies must be returned to the same cupboard where they were picked up.
5. Troops may only return cookies that were picked up under consignment and listed on the Consignment Agreement. Both the troop’s consignment order and any return of cookies will be entered into eBudde for complete accounting (see below and the *Troop Guide* for instructions).
6. Troops may return individual boxes from the consignment order.
7. The return time and date will be *set by the Cupboard Manager* for either March 13 OR March 14, 2017 (the troop will be advised by the Cupboard Manager which of these dates when cookies are picked up). All returns must be recorded on the Consignment Agreement form.
8. Cookies not returned by the date and time designated by the Cupboard Manager belong to the Troop with financial obligations to Council. **NO EXCEPTIONS.**

### Place a Consignment Order:

- A. TCC places a pending cookie order in eBudde with a designated GSGLA cupboard that processes consignment orders. Not all cupboards handle consignments. Check the Cupboard Schedule for details. Enter the word “CONSIGN” in the receipt field.
- B. TCC must ensure that booths are reserved for the consignment orders.
- C. Pick up your cookies on the date specified on the pending order. Bring the completed Consignment Agreement form with you. Be sure to include the required bothing information (attaching a printout from eBudde of your upcoming booths is acceptable).
- D. Return the surplus by the deadline, if applicable. Open consignment orders after March 8, 2016 will be considered final and late returns will not be accepted.



## Cookie Consignment Agreement

|       |  |           |  |
|-------|--|-----------|--|
| Date: |  | Cupboard: |  |
|-------|--|-----------|--|

|                     |  |               |  |
|---------------------|--|---------------|--|
| Troop No.:          |  | Service Unit: |  |
| Troop Cookie Chair: |  |               |  |
| TCC Phone:          |  |               |  |
| TCC Email:          |  |               |  |

| Boothing: (include below up to three of your upcoming booths or attach a printout from eBudde) |                        |
|--|------------------------|
| Store Name and Location (city)   | Date and Time of Booth |
|  |                        |
|  |                        |
|  |                        |

| Cookies:        |                  |            |       |       |       |
|-----------------|------------------|------------|-------|-------|-------|
| Cookie          | # Cases Received | # Returned |       | # Net |       |
|                 |                  | Cases      | Boxes | Cases | Boxes |
| Savannah Smiles |                  |            |       |       |       |
| Trefoils        |                  |            |       |       |       |
| Do-Si-Dos       |                  |            |       |       |       |
| Samoas          |                  |            |       |       |       |
| Tagalongs       |                  |            |       |       |       |
| Thin Mints      |                  |            |       |       |       |
| GS S'Mores      |                  |            |       |       |       |
| Toffee-tastic   |                  |            |       |       |       |
| TOTALS          |                  |            |       |       |       |

|                                  |                                 |
|----------------------------------|---------------------------------|
| <b>eBudde Pick-Up Receipt #:</b> | <b>eBudde Return Receipt #:</b> |
| <b>Pick up signature:</b>        | <b>Return Signature:</b>        |

|                                |                        |                                    |
|--------------------------------|------------------------|------------------------------------|
| <b>Date To Return:</b>         | <b>Time To Return:</b> | <b>Cupboard Manager Signature:</b> |
| <i>Cannot be after 3/14/17</i> |                        |                                    |