

Helpful Tips and Tricks for Boothing



Tip #1: Enable Credit Card Payments in Digital Cookie

To accept credit card payments at your booth, ensure your troop's site is published in Digital Cookie. Without publishing, you will not be able to take credit card payments!

- Once your site is published, all Girl Scouts in your troop will see the option to process credit card transactions through the troop booth site.
- Be sure to remind parents and girls helping at the booth that all troop cookie sales should be processed under the troop booth site in Digital Cookie.

For additional guidance, check out the [Digital Cookie Help Sheet](#).

Tip #2: Track Your Booth Inventory & Sales



Keeping track of troop inventory ensures smooth booth operations and accurate sales reporting. Here's how:

- Bring a tracking sheet or use your receipt book to record booth sales.
- Enter sales into the Booth Divider by flavor—tracking flavors separately is essential!
- Cash sales should be deposited into your troop's bank account.

Pro Tip: While you should track booth earnings, you do not need to enter booth sales financially into ABC Smart Cookies.



Tip #3: Complete the Troop-Secured Booth Process

If your troop has scheduled a Troop-Secured Booth, make sure it is properly entered and approved in ABC Smart Cookies. Booths must be in the system to be officially recognized!

- Exciting Updates! We've streamlined the Troop-Secured Boothing Process to make it easier than ever for your troop to succeed. Follow these 4 easy steps:
- Check the Do Not Contact List before reaching out to potential booth locations.
- Submit the Online Cognito Form to request approval for your location.
- Log into ABC Smart Cookies and add your booth under "Troop Secured Booths."
- Wait for GSCCS approval in ABC Smart Cookies—it's quick and ensures your booth is good to go!

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Boothing Hours

Monday – Friday: 3:00 PM – 8:00 PM

Saturday – Sunday & Holidays: 8:00 AM – 8:00 PM



Quick Tips for a Smooth Boothing Experience:

- Can't make it to your booth? Delete the time slot in ABC Smart Cookies immediately so it doesn't show up in the Cookie Finder app—customers rely on it!
- Frequent no-shows? Repeated complaints about unstaffed booths may result in your troop being denied future boothing opportunities.
- Dream big! GSCCS reviews all locations just assure they meet guidelines.

Additional Cookie FAQs

Go to the GSCCS website for cookie resources that provide information on allergens, cookie production and other questions customers may raise about the cookies. Please share these resources with your parents and volunteers that will be assisting your Girl Scouts selling at booths.

- [2025 Allergen Guide](#)
- [GSUSA Cookie Booth Essentials](#)
- [GSUSA Cookies FAQs](#)
- Blog.girlscouts.org

By following these tips, you'll set your troop up for a successful and stress-free boothing weekend. Happy selling!

