



September 2020

To Whom It May Concern:

Treats & Reads is a Girl Scout Council-sponsored program that combines educational activities with money-earning opportunities for troops. This allows girls to fund extraordinary adventures and service projects and purchase badges and uniforms, all while learning skills that are essential to leadership and to life: goal setting, decision making, money management, people skills and business ethics.

One way girls build these programmatic skills is through Treats & Reads booths hosted by local businesses. Girls begin selling door to door on September 26, 2020 and conduct booths at area businesses in November. We value the partnership of the community in hosting booths for our troops during this time. Any assistance you can provide for our Girl Scout troops, such as hosting a booth or purchasing product from a troop, is appreciated by Girl Scouts of Eastern Missouri. The girls are covered by Girl Scout program insurance while participating in this program and are supervised by adults from the troop during the booths.

Additionally, in the current environment, we have provided additional COVID-19 protocol with our existing booth guidelines for troops to ensure their safety and the safety of customers and business staff. These are outlined below.

We look forward to working with your location to provide Treats & Reads booth opportunities for our troops.

Thank you for your consideration and support of Girl Scouting. If you have any questions or concerns you may contact me at [mjohnson@girlscoutsem.org](mailto:mjohnson@girlscoutsem.org) or 314-592-2362.

Sincerely,

Michelle Johnson  
Director, Product Programs

Girl Scouts of Eastern Missouri  
2300 Ball Drive  
St. Louis, MO 63146  
T 314.592.2300 F 314.890.0645  
  
800.727.GIRL (4475)  
[girlscoutsem.org](http://girlscoutsem.org)



Greater St. Louis

Girl Scouts of Eastern Missouri is supported by the following United Way Agencies:

United Way of Greater St. Louis  
United Way of Northeast Missouri  
Franklin County Area United Way

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Date: \_\_\_\_\_

Thank you for agreeing to host a Girl Scout Treats & Reads booth at your location. The troop requesting this booth has agreed to the following:

- Booths will be held November 2020
- Booths will be no longer than four hours in length
- The troop may hold only one booth per location per day
- Girl Scouts will always be supervised by adults from the troop
- No more than two (2) Girl Scouts and two (2) adult volunteers are permitted at a booth to allow for proper social distancing
- The troop will encourage touchless payment methods to minimize cash handling
- The troop will clean and disinfect frequently touched surfaces and are expected to wash/sanitize hands often
- Girl Scouts of Eastern Missouri requires all participants to wear cloth face coverings during product booths, not only to protect themselves, but to protect others
- Girls are required to limit close contact with others and maintain proper distance from customer
- Girl Scouts and adults will be courteous to all customers and one another, and respectful of your space and merchandise
- Troops are responsible for bringing their own table, signage, and safety supplies
- Troops will leave the location as they found it, removing all trash and recycling

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Troop \_\_\_\_\_ District \_\_\_\_\_ Neighborhood \_\_\_\_\_

Business Name: \_\_\_\_\_

Name of Business Location Manager: \_\_\_\_\_

Phone/Email for Business Location Manager: \_\_\_\_\_

Business Address and Zip Code: \_\_\_\_\_

Date of Booth: \_\_\_\_\_

Booth Start and End Time: \_\_\_\_\_

Name of Girl Scout Adult Who Contacted the Location: \_\_\_\_\_

Name of Primary Girl Scout Adult Expected to be at Booth: \_\_\_\_\_

Phone # \_\_\_\_\_



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\_\_\_\_\_  
*Business location manager approval signature*

\_\_\_\_\_  
*Date*

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