

# GIRL SCOUT COOKIE PROGRAM TIPSHEET

## Troop Pre-Order Pickup

You must pick up your troop's pre-ordered cookies at the chosen date/location in eBudde, unless otherwise arranged. Pickup sites do not have extra cookies on hand for troops not scheduled. The cookies you pick up WILL ONLY include the cookies showing on your Init. Orders tab in eBudde.

Picking up your cookie order is exciting, and there are a few actions you can take to make sure everything goes smoothly.

### YOU NEED TO KNOW:

- Troops are responsible for counting and verifying the total number of cases and should be absolutely sure all cookies on pickup ticket are in your possession before driving away
- When in doubt, recount! Pull out of line and to the side to recount if you are concerned that you may not have the right amount of cookies. It's much easier to resolve when you are still there, than to have to come back or risk not being able to get the cookies
- Wait until you're sure about your case count to sign the receipt. Once you've signed, you're agreeing that you have all cookies you are supposed to pick up
- If there is bad weather, or other unexpected issue, that will impact cookie pickup, we will notify troops via email, text and Cookie Manager Rallyhood
- If you cannot make your scheduled time, please reach out to us via the Answer Center, [answercenter@girlscoutsem.org](mailto:answercenter@girlscoutsem.org).



### TIPS:

- It's helpful to bring a copy of your pickup confirmation with you. You can have it on your phone or printed. Any location details should show, as well as the vehicle size recommendations based on your case count. Please plan for your vehicle needs and secure additional helpers from the troop ahead of time.
- Make sure all vehicles picking up are empty of other people and possessions, including car seats, to ensure enough space
- Plan to arrive at the pickup site close to your scheduled time, but no later. If you have multiple vehicles, arrange to meet up and arrive together so you're all in a line.
- If you pick up at a warehouse, follow the signs to the loading docks. If you are picking up at a parking lot (primarily the retail locations), look for large box trucks or trailers that have Cord North American, A-Mrazek Moving Systems, McCollisters Global Services etc.
- When you distribute pre-ordered cookies to your troop, ONLY give them what shows up for their name on the initial order report from eBudde. If a caregiver says they are owed more because of Digital Cookie orders, wait to fulfill those additional orders until you have given all members their pre-ordered cookies. This allows you to then determine what you have as extras and what you need to pick up at a cookie cupboard.

## TROOP PRE-ORDER PICKUP LOCATIONS\*

*\*Locations and times subject to change; final information is in eBudde*

### Important Delivery Location Update

Our long-time delivery partner, A-Mrazek Moving Solutions, is now McCollister's Global Services. They moved to a new location in Chesterfield/Maryland Heights area.

DATE/TIME	LOCATION	TYPE OF PICKUP
Tues., Feb. 17, TBD	Farmington 63640	Drop
Wed., Feb. 18, 7:30 am-3:30 pm	Walmart, Fenton 63026	Drive-up
Wed., Feb. 18, 7:30 am-5:30 pm	Schnucks, Chesterfield 63017	Drive-up
Wed., Feb. 18, 2-5 pm	Walmart, Troy 63379	Drive-up
Wed., Feb. 18, 12:30-5:30 pm	Schnucks 63109	Drive-up
Thurs., Feb. 19, 7:30 am-5:30 pm	Grant's Farm 63123	Drive-up
Thurs., Feb. 19, 7:30 am-5:30 pm	McCollister's Warehouse 63146	Drive-up
Thurs., Feb. 19, 9 am-5:30 pm	Lowe's, Wentzville 63385	Drive-up
Fri., Feb. 20, 7:30 am-6 pm	McCollister's Warehouse 63146	Drive-up
Fri., Feb. 20, prior to 2 pm	Camp Cedarledge, Pevely 63070	Drop
Fri., Feb. 20, 7:30 am-5:30 pm	Cord N American Warehouse 63045	Mega pickup; drive-thru
Sat., Feb. 21, 7:30 am-6 pm	The Rock Church 63021	Drive-up
Sat., Feb. 21, 8-11 am	West Side Missionary Baptist Church 63021	Drive-up
Sat., Feb. 21, 7:30 am-1:30 pm	Fox C-6 Service Center 63010	Drive-up
Sat., Feb. 21, 7:30 am-4:30 pm	Washington West Elementary School 63090	Drive-up
Sat., Feb. 21, 8 am-12:30 pm	Schnucks, University City 63130	Drive-up
Sun., Feb. 22, 11 am-2 pm	Hillsboro Courthouse, Hillsboro 63050	Drive-up
Sun., Feb. 22, 11 am-3 pm	McCollister's Warehouse 63146	Drive-up
Sun., Feb. 22, TBD	Ste. Genevieve, Bunker Firehouse, Potosi	Drop

### TYPE OF PICKUP KEY

#### DROP

Delivery company will drop off the cookies at the location and troops will be given a window of time in which they must pick up their orders; no appointments required

#### DRIVE-UP

Trucks with cookies parked at the location, then troops drive to assigned line/truck, get out and count cookies with workers who load the cookies in vehicle

#### MEGA DRIVE-THRU

Large-scale pickup initiative where troops will drive through a line of cookie pallets and workers will load cookies into your vehicle along the way, while another worker counts the cookies as they are loaded