

## 10 Important Cookie Facts That All Guiders Must Know

### Cookie requirements for families

1. Although we encourage girls to participate in selling cookies individually or take part in a group sale, there is **no national policy stating girls must sell cookies** or a minimum number of cases they must sell.

**Guiders cannot ask for the payment of cookies upfront.** Best practice is to collect payment for cases sold prior to signing out additional cases.

#### When girls are registered, the following is agreed to by the parent/guardian:

*I understand that by signing this agreement: I agree that my daughter/ward will participate in the sale of Girl Guide Cookies, the primary fundraiser for GGC.*

Some examples of participating in the sale of cookies:

- individual sales
- attending group sales
- helping coordinate the unit's group sales
- promoting the sale of cookies

\*Note – Cookies can only be signed out and sold by currently registered members of Girl Guides of Canada\*

2. Units must collect parent signatures when cases are signed out using the [Unit Distribution Form](#). Use the [Parent Cookie Agreement](#) to avoid the girls returning cases/boxes to the unit when girls request a larger number of cases during the campaign (7+). This will hold the girl and her parent/guardian responsible for the sale and payment of cases.
3. Set a case and payment return deadline each campaign. If neither are returned by the deadline begin the [Parent Not Paid](#) process immediately.

### Returning cookies

4. Boxes/cases of cookies can be returned to the unit but cannot be returned to the Ontario Council office. If a girl cannot sell all the cases/boxes she took home, you must accept these back into the unit. Set a date that unsold cases/boxes must be returned to the unit. This will provide the unit with time to sell any returned cookies. When cases are returned to the unit, you can ask if another girl would like



to take more home or plan a group sale.

## Group cookie sales

5. Cookie selling letters are available to present to locations to request space. Complete the [Cookie Selling Letter form](#) to get your letter.
6. Group sales events can be posted to the [Cookie Finder Page](#), to help promote your cookie sale to the public.
7. To get your selling event on the page, fill out the [cookie selling event form](#).

## Cookie ordering

8. [Cookie orders for the next campaign](#) can be based on:
  - Parent/Guardian requests from registered girl's families
  - Previous campaign order (given a similar # of girls)
  - [Group sales](#) planned for the campaign
  - [Fundraising goals](#) for unit activities
  - [Tier Levels](#)
9. Surplus cookies may be available if you need more during the campaign. Check with your cookie advisor or provincial council whether there are any surplus remaining.

Requests will be met on a first come first served basis. Please review the [Surplus Distribution Form Tip Sheet](#) before picking up surplus cases.

10. Cookies can be sold by a unit up to the "Sell-by" date found using the [Freshness Guarantee Date tool](#). Add 10 months to your classic cookie manufacture date & 8 months to your mint cookie manufacture date to determine your cookie "Sell-by" dates.

## Questions

For any questions or inquiries email [info@girlguides.ca](mailto:info@girlguides.ca).