



Girl Scouts of Western Ohio  
 www.girlscoutsofwesternohio.org  
**Council - Sponsored Cookie Booth Request Form**



Please print clearly the name, address, and phone numbers of the person who will be supervising the cookie booths. This is the person who will receive a confirmation of all booth requests for your troop. Fill in the blank below with the number of council - sponsored booths requested.

Troop # \_\_\_\_\_ Name \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Our troop would like a total number of \_\_\_\_\_ council - sponsored cookie booths.

**Important Dates:**

- Online council - sponsored cookie booth requests begin. Your troop may request up to ten (10) cookie booth preferences for the initial cookie booth assignment, however, you will only receive up to **three (3)** during this time. The cookie booth assignment is a computer-based, random process so please encourage your troop to consider listing ten preferences.
- **All paper-based** council - sponsored cookie booth request forms are due to the regional Girl Scout service center. You may hand deliver or mail this form so long as they are received by this date. Remember, all paper-based forms will be entered in the online system by Girl Scout volunteers and staff members, and therefore there is **no advantage** to submitting paper-based forms. This is solely a convenience for those troops without internet access.
- Confirmation letters will be sent out, listing up to three cookie booths (per troop) which have been processed and confirmed.
- The online cookie booth reservation system will open for "real time" sign-up for additional cookie booths. Troops may, at this time, reserve additional cookie booths on a first-come, first-served basis.

You may also call any business that is not on the council - sponsored list and set up a cookie booth with them directly, using the Non-Council Sponsored Cookie Booth Request Form.

*Always bring a copy of your confirmation letter with you to your cookie booth.*

1 <sup>st</sup> Choice: Location _____ Address _____ Date _____ Time _____	7 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____
2 <sup>nd</sup> Choice: Location _____ Address _____ Date _____ Time _____	8 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____
3 <sup>rd</sup> Choice: Location _____ Address _____ Date _____ Time _____	9 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____
4 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____	10 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____
5 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____	11 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____
6 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____	12 <sup>th</sup> Choice: Location _____ Address _____ Date _____ Time _____