



2023 Fall Product Program Juliette Guide

The Fall Product Program is easy, fun, and a great way to start off your Girl Scout year! Girls will learn and develop important skills- goal setting, decision making, money management, people skills, and business ethics—which help them grow into leaders.

- Fall Product Program is a financial literacy program where girls get to be entrepreneurs. Girls sell nuts, candy, and magazines and learn to run their own business.
- Girl Scout Juliettes earn rewards and Cookie Credits to use for GSCO events and activities throughout the year! However, Juliettes do not earn proceeds; only troops earn proceeds.
- Juliettes can also earn their way into the GSCO S’mores Club and receive additional rewards!

Summary of Juliette Caregiver Responsibilities:

- **Take training** and read the Fall Product Program/M2 guides. Note deadline reminders on your calendar.
- **Communicate** with your service unit fall product manager - they are your “go-to” person for questions and support.
- **Assist your Juliette** with setting up her online storefront and connecting with her customers.
- **Enter paper order card orders and payments**, and later, girl reward selections, into M2 by deadlines.

Program begins	Sept. 9
Last days Juliette caregivers can enter order card orders.	Oct. 8-10
Last days Juliette caregivers can make payment for orders through M2. SUFPM can assist with order entry and payments if needed.	Oct. 8-10 Oct. 11
Online nut and candy girl delivery orders end. Online shipped and donated nut/candy/magazine orders continue.	Oct. 11 Oct. 12-23
Program ends	Oct. 23
Girl reward entry deadline.	Oct. 25
Product delivery to SUFPM starts.	Week of Oct. 30
Fall Product Program ACH debit.	Nov. 1
Girls product delivery starts.	Week of Nov. 6
Reward delivery to SUFPM starts.	Week of Nov. 27

FALL PRODUCT PROGRAM RESOURCES

Find training in M2 and on the GSCO website.



Scan QR code to access M2OS guides, family resources, permission form and girl activities!

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**2023
Fall Product
Program**



**The Ocelot is
the 2023
Fall Product
Program Mascot**

**Need M2 technical support
or assistance with orders?**
Contact M2 Customer Service
support.gsnutsandmags.com
or call 1-800-372-8520



Participation Options

Product	Sale Type	Money Collection	Delivery to Customers	Juliettes
Nuts Candy	In-Person	<ul style="list-style-type: none"> Girls share order card, collect money from customers <u>Juliette caregiver enters orders into M2 by the deadline. Ask service unit fall product manager to assist you if needed.</u> Girls turn in cash to TFPM OR pay for orders through M2 site 	<p>Delivered by girls to customers</p> <p>Deadlines: <u>Family enter orders: Oct. 8</u> <u>TFPM enter orders: Oct. 9-10</u> <u>SUFPM enter orders: Oct. 11</u></p>	Earn girl rewards and Cookie Credits
Nuts Candy	Online	<ul style="list-style-type: none"> Girls create storefront in M2, share site link, send emails to friends and family Customers pay online for girl delivery Orders are <i>automatically credited</i> to the girl in M2 	<p>Delivered by girls to customers</p> <p>Girl delivery online order deadline: Oct. 11</p>	Earn girl rewards and Cookie Credits
Nuts Candy	Online	<ul style="list-style-type: none"> Girls create storefront in M2, share site link, send emails to friends and family Customers pay online (+ shipping cost) Orders are <i>automatically credited</i> to the girl in M2 	<p>Shipped from vendor</p> <p>*** Care to Share orders ship free ***</p> <p>Last day: Oct. 23</p>	Earn girl rewards and Cookie Credits
Magazines	Online	<ul style="list-style-type: none"> Girls create storefront in M2, share site link, send emails to friends and family Customers pay online Orders are <i>automatically credited</i> to the girl in M2 	<p>Shipped from vendor</p> <p>*** Magazines ship free ***</p> <p>Last day: Oct 23</p>	Earn girl rewards and Cookie Credits

How Girl Scouts earn the Personalized Patch:



- Create your avatar in M2.
- Send 21+ emails through M2 and share your site link through your M2 dashboard.
- Sell \$400 in combined sales during the 2023 Fall Product Program.

Girl Scouts who meet all the above criteria will earn the Personalized Patch.

How Girl Scouts earn the S'mores Club Patch and reward:



- Create your avatar in M2.
- Sell 30+ items during the 2023 Fall Product Program.
- Participate in the 2024 Cookie Program and sell 500+ packages of cookies.



Girl Scouts who meet all the above criteria will earn the S'mores Club patch and a pair of custom Converse shoes.

Juliette Caregiver Checklist

Before the Program

TIP: If your Girl Scout needs to join or renew her membership for the 2023-2024 year, go to myGS on the [GSCO Website](#).

August/September

- ❑ **Program materials**— Service unit fall product managers (SUFPMs) will distribute order cards, money envelopes, and permission slips to Juliettes/caregivers.
- ❑ **Program resources** - Girl activities, goal chart, thank you cards, and much more, are on the [GSCO website Fall Product Program page](#).
- ❑ **Juliette caregivers must complete the troop fall product manager (TFPM) agreement, as you will act as the TFPM for your Girl Scout.** If you have questions or need assistance, contact your service unit fall product manager (SUFPM).

Watch the required Fall Product Program training and M2 “how-to” videos. The program training will give you an overview of what to do before, during and after the program. The M2 demo videos will show you how to help your Juliette set up her online storefront, share her site link and send emails, enter order card orders, select rewards, and view reports.

- ❑ **Find** the M2 “how to” videos on the GSCO website, Fall Product Program page. Tips and reminders will post to GSCO social media too.

During the Program

Fall Product Program Begins Sept. 9 and ends Oct. 23

September/October

- ❑ **Juliette caregivers will receive an email invitation the week of Sept. 4 to access M2**, or they can go to the website gsnutsandmags.com/gSCO. Didn't receive an email? Check your spam mail folder first. Log in instructions are on [GSCO Website](#).
- ❑ **Sept. 9 - Go Day!** Girls create and customize avatar, set-up their storefronts, and record message or video. Caregivers can help if needed! Girls should send emails to customers as soon as their storefront is set up. Girls can take orders online and/or in person with the paper order card.
- ❑ **Oct. 8, 8 p.m.** - Paper order card/girl delivery orders end.
- ❑ **Oct. 8, 8 p.m.** - **Juliette caregivers can must either make payments for order card orders through M2 online storefront by 8 p.m.,** (“deposit” order money collected through M2) or see other payment/deposit options in the Juliette deposit instructions included in this guide.*
- ❑ ***After Oct. 8 p.m. - Customers can purchase nut and candy items for girl delivery through girl online storefronts only, up until Oct. 11 8 p.m. *No late orders will be accepted.***
- ❑ **Oct. 10, 8 p.m.** - Deadline for Juliette caregivers to enter any order card orders into M2. All money for order card orders is also due. Make payments through M2. Customers who order through girl's online storefront pay when they order. No need to enter those orders!
- ❑ **Oct. 11, 8 p.m.** - Deadline for SUFPMs to enter or correct paper order card/Nut Promise orders.
Oct. 12 - 23, continue to promote Care-to-Share and magazine orders that have no shipping fees!
Shipped nut and candy sales continue until Oct. 23, 8 p.m.
- ❑ **Oct. 23, 8 p.m.** - Fall Product Program ends.
- ❑ **Oct. 25, 8 p.m.** - **Rewards deadline.** Juliette caregivers must enter girl reward options in M2.

*** All in-person order money collected must be paid through M2 by 8 p.m., Oct. 8** or it should be deposited into Bank of Oklahoma by Oct. 24, 2023.

After the Program

Print Girl Scout order report from M2 and bring it when you pick up product. SUFPMs will have product sorted by girl/delivery ticket. The **Girl reward report** can also be printed from M2.
WHILE PICKING UP ITEMS FROM SUFPM:

- ◇ Count and verify each item received.
- ◇ **Sign itemized receipt** for pick up and keep it in your records.

After Pick Up:

- ◇ Sort products by customer and prep them for delivery. **See Girl Delivery Tips and Best Practices included on the permission form in this guide!**



Need a receipt? Go to [Fall Product Program page](#).

Reminder - Please bring all candy inside immediately after pick-up, store in cool, dry place, and keep it cool during



Contact customers and coordinate best time/day for delivering orders!

DOWNLOAD, SAVE AND PRINT REPORTS!

Timeline for pick up and distribution of nut/candy items and rewards to families -

If you receive the wrong products or rewards, notify your SUFPM right away!

- **Week of Oct. 30** - Fall product starts to be delivered to SUFPM.
- **Nov. 1** - Fall Product Program ACH debit.
- **Week of Nov. 6** - Girls start to deliver product to customers.
- **Nov. 17- Last Day to report fall product damages or shortages**
- **Nov. 27**- Fall Product Program girl rewards start to be delivered to SUFPM.

Service Unit Fall Product Manager (SUFPM)

Name: _____

Email: _____

Phone/Hours: _____



CARE TO SHARE

The **Care to Share Program** is a great way for customers to give back to the community!

- Girls collect \$7 donations and Girl Scouts of Colorado will distribute treats to people in the military.
- Each donation is credited to the girl's sales and the troop receives \$1.05 in proceeds.
- Girls earn the patch by receiving 10 or more Care to Share donations.



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2023 FALL PRODUCT PROGRAM





2023 Fall Product Program Juliette Deposit Instructions

Parents/caregivers are responsible for depositing money collected by their Juliette from Fall Product Program nuts/candies/magazine sales. Here are two ways to deposit money:

1) Parent/caregiver can “deposit” the Fall Product order money that the Girl Scout Juliette collects for paper order card/Nut Promise orders, by making a payment through their Juliette’s M2 online storefront.

Oct. 8, 8 p.m., DEADLINE TO MAKE ORDER PAYMENTS through the Juliette’s M2 online storefront.

- If you have questions about how to make payments through the M2 operating system, contact your service unit fall product manager.
- The M2OS guide for Juliettes outlines how to make payments through M2 is on the GSCO website. Scan QR code to go to Fall Product Program resources page.
- Make weekly/frequent deposits during the program. Please do NOT give money or checks to your service unit fall product manager (SUFPM) or hold onto these cash/checks collected for extended periods of time.



2) Another option is for parents/caregivers to deposit all order money that Juliettes collect during the 2023 Fall Product Program into GSCO’s account at *Bank of Oklahoma (see bank address below).

- **Make a deposit:** Deposits can be made at any Bank of Oklahoma location in Colorado. If there isn't a Bank of Oklahoma branch near you, mail a money order or check, with a deposit slip, to the Bank of Oklahoma address listed below. Do NOT send cash through the mail.
 - **Write your Girl Scout's full name and your town/city on the deposit slip.** This is very important for tracking payments and making sure payments are credited to the Juliette.
- **Deposit receipt:** Take a photo of the deposit slip, money order or check that you’re sending to the Bank of Oklahoma and keep the photo as a receipt for your records.

Girl Scouts of Colorado does not reimburse NSF checks. Accept customer checks at your own risk!

Mail deposits to: Bank
of Oklahoma
P.O. Box 5945
Denver, CO 80217-9916

If you need deposit slips, please
contact Stephanie Sanders at
Stephanie.Sanders@gscolorado.org

The Fall Product Program ends on Monday, Oct. 23, 2023. Any outstanding order payments/money collected should be deposited into Bank of Oklahoma by Tuesday, Oct. 24. Any Juliette parent/caregiver with an outstanding balance after 5 p.m. on Friday, Oct. 27, 2023 must contact council to make payment arrangements, otherwise they are at risk of being referred to a collection agency for the debt and could be pursued to maximum extent of the law.



Scan to go to electronic permission form.*

Girl Scout Fall Product Program Family Responsibility and Permission Form

My Girl Scout _____, member of Troop _____ has my permission to participate in the Fall Product Program.

I agree to accept financial responsibility for all nut and candy products she receives and to turn in order money collected to the troop by the deadline -or- make order payments through her M2 online storefront. I also agree to see that she has adult guidance at all times.

*Parents/Caregiver must complete either this paper permission form - OR - scan the QR code to access an electronic permission form that can be sent directly to the troop fall product manager (TFPM). A copy of the electronic form will also be sent to parent/caregiver in a confirmation email after the form is completed. The link to the electronic permission form can also be found under the "Cookies" tab, Fall Product Program page, on the [GSCO website](#).

Please return completed permissions slips to your Troop fall product manager. Troop should retain completed permission slip through January 31, 2024.

Name _____ Parent/Caregiver
Address _____
Phone _____
Email _____
Signature _____ Parent/Caregiver
Date _____

Girl Delivery Tips and Best Practices – Fall Product Program

Family, friends, and neighbors want to support Girl Scouts and their goals. Before sharing your order card or online storefront link with customers, know your products and practice your sales pitch. Don't forget to share your goals too! When people learn you are working on a highest award or that your troop is saving up for a trip or planning to do a community service or take action project, they'll want to contribute to your success!

In-Person Order Taking

- Through the M2 Girl Scout storefront, girls can print their own business cards or a door hanger, and both have the link/QR code to the girl's storefront!
- Business cards and door hangers are helpful tools when going door-to-door asking neighbors to support their goals. Girl Scouts can print them from your M2 dashboard! Both include a QR code to her online storefront.
- Girls should NOT leave any items in people's mailboxes. Leave a business card or door hanger at the door instead if allowed. Be respectful of no soliciting signs.

Delivery

- Communicate with customer and coordinate time and location of nut/candy delivery.
- If you are unable to deliver the products to your customers at the arranged time, be sure to communicate the change and schedule a new time/date.
- Call or send a text message when the nut/candy products are "out for delivery" and a message once delivered.
- Customer appreciation is key to being a successful entrepreneur! Girls can leave a personalized note with the nut/candy delivery
- Adults must accompany Daisies, Brownies, and Juniors on all nut/candy deliveries.
- It's recommended that Cadettes, Seniors, and Ambassadors make deliveries with a friend or an adult.

Keep in mind that many customers order nuts and candy to give as holiday gifts. That's one reason why timely deliveries are important! Also candy, especially chocolate, is sensitive to heat and cold. Store in cool, dry place, and notify customers when delivery is made, reminding them to bring their order inside!