

# BOOTH SALE RECORDER

## Easiest method for distributing booth sales to the Girl Scouts

1. Navigate to the Booth Sales Tab
2. Click the **Record Sale** next to the booth to be recorded.
  - The system will display the troop's booth sites.
  - Booth Sales are listed in chronological order, oldest to newest.
  - The booth name will be grey and the record sale will appear after the date of the booth has passed.



### Booth Sales


Cookie Calc. 

### My Booth Sales

Choose the Sale that you wish to update and/or record sales.

Email Signups

Find Free Slots

 Walmart #1638  
Date: 01/18/25 Time: 10:00am 12:00pm  
3176 South Eufaula Avenue,  
Eufaula, AL, 36027

[Update Time](#)  
[Record Sale](#)



3. On the Next Screen in the **Product Section**, record the number of packages of Cookies sold at the booth. Booth name is at top of the page.
4. In the **Program Section**, enter the number of Donated Packages.
5. The system will calculate the amount of money collected at the booth sale (**receipts**)
6. Enter any payments that were taken through the Troop Digital Cookie link in the **Digital Cookie Payment box**. This will ensure the funds are transferred from the troop link to the booth.
7. Once all data is entered click **Go to Distribute**.

Girls	Init. Order	Delivery	Girl Orders	Transactions	Cookie Exch	Txn Pickups	Rewards	Booth Sales	Payments	GOC Org	Sa
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### Booth Sale Recorder

Cancel
Go to Distribute

**Frys Food Store: 2025-01-26 9:00am**

Product	Packages	Program	Packages
Adventurefuls <small>\$ 6.00</small>	<input type="text" value="0"/>	Council Community Cookies <small>\$ 6.00</small>	<input type="text" value="0"/>
Lemon-Ups <small>\$ 6.00</small>	<input type="text" value="0"/>	Troop Community Cookies <small>\$ 6.00</small>	<input type="text" value="0"/>
Trefoils <small>\$ 6.00</small>	<input type="text" value="0"/>	<b>Total Packages Sold</b> 0	
Do-Si-Dos <small>\$ 6.00</small>	<input type="text" value="0"/>	<b>Total Sale Receipts</b> \$0.00	
Samoas <small>\$ 6.00</small>	<input type="text" value="0"/>	<b>TroopSite</b>	<b>Amount</b>
Tagalongs <small>\$ 6.00</small>	<input type="text" value="0"/>	<b>Digital Cookie Payment</b>	
Thin Mints <small>\$ 6.00</small>	<input type="text" value="0"/>	<small>(for orders processed by TroopSite; also include in Total Sale Receipts)</small>	
		<small>Amount is included in Total Sale Receipts above</small>	



8. eBudde™ allows distribution of the cookies among the girls attending the booth site. eBudde™ will assume all girls have attended by checking the box next to their name. If there is a girl that did not attend, uncheck the box next to her name. Now select all or deselect all by checking **the (De)select all box**.
9. If charity packages are to be included, uncheck **Remove all charity Items**.
10. Key in the packages sold for each girl or let eBudde™ automatically evenly distribute those boxes. For it to be done by eBudde™, be sure the appropriate girls are checked and click the **Distribute button**.
11. Once all the data entry has been completed, click the **Distribute button**. eBudde™ will create a transaction record on the girl order tab for each girl that has been checked.

### Booth Sale Recorder

Cancel
Distribute
Save

**Frys Food Store: 2025-01-26 9:00am**

Advf: 0 LmUp: 0 Tre: 0 D-S-D: 0 Sam: 0 Tags: 0 TMint: 0 SMr: 0 Toff: 0

CCC: 0 TCC: 0

Pkgs Sold: 0
 (De)select All Girls
 Remove all Charity Items

<div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 5px;"> <span style="font-size: 1.2em;">⊖</span> <b>Alyssa H.</b> <span style="float: right;">0</span>  <div style="text-align: right;"><input checked="" type="checkbox"/></div> </div>	<div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 5px;"> <span style="font-size: 1.2em;">⊖</span> <b>Sophia F.</b> <span style="float: right;">0</span>  <div style="text-align: right;"><input checked="" type="checkbox"/></div> </div>
<div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 5px;"> <span style="font-size: 1.2em;">⊖</span> <b>Gissele Q.</b> <span style="float: right;">0</span>  <div style="text-align: right;"><input checked="" type="checkbox"/></div> </div>	<div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 5px;"> <span style="font-size: 1.2em;">⊖</span> <b>Victoria F.</b> <span style="float: right;">0</span>  <div style="text-align: right;"><input checked="" type="checkbox"/></div> </div>
<div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 5px;"> <span style="font-size: 1.2em;">⊖</span> <b>Laurel B.</b> <span style="float: right;">0</span>  <div style="text-align: right;"><input checked="" type="checkbox"/></div> </div>	



- To edit each girl individually or to edit after distribution occurs. Click on the **arrow** next to the girl and edit the varieties as desired.
- When complete click **Save**.
- If changes are needed, they need to be made on the record sales section of the booth sale. Changes cannot be made on the girl order tab.
- If an edit is needed at a later date. Click on Record sales again like in step #2**

Advf: 0 LmUp: 0 Tre: 0 D-S-D: 0 Sam: 0 Tags: 0 T  
I/O: 0

Pkgs Sold: 0  (De)select All Girls

Ansley C. 0

Advf: 0 LmUp: 0 Tre: 0 D-S-D: 0

Sam: 0 Tags: 0 TMint: 0 SMr: 0

Toff: 0 HH: 0 I/O: 0

Toff: 0

