



# 2019 Fall Product Program Troop Guide

## PARTICIPATING IN THE FALL PRODUCT PROGRAM

### STEP 1: In-Person ORDERS

This is the in-person sale of candy and nut products. Refer to order card for items offered and pricing.

Each participating girl should be given the preprinted order card for nuts and candy, which features photographs of all products offered as well as the girl reward levels. Girls should use this order card to help customers make their product choices. Girls should collect the amount due with these orders. Troops should determine whether or not they will accept checks. Please note that the troop will be responsible for any checks that bounce. To ensure money safety, cash and checks should be deposited immediately into the troop account.

### STEP 2: ONLINE ORDERS

Girls may invite family and friends to shop their online store and place nut/candy or magazine orders by sharing the links provided via email. Customers will have a choice to purchase magazines or nut/candy items and pay by credit card. For magazines, orders are processed almost immediately and will arrive within 6-8 weeks of purchase.

For nut/candy items, customers can pay by credit card and they will have two choices for delivery:

- A. For their convenience, customers can go into the online store, pay for shipping and have access to an expanded line of nut and candy items. This is perfect for out-of-town customers.
- B. To save on shipping charges, customers can coordinate with the girl and her caregivers, to place a Nut Promise Order and to pick up their order locally. This method is perfect for customers who live in the same community as the girl or who may see her often.
- C. **The last day for Nut Promise orders is October 13.**

## FALL PRODUCT PROGRAM OPPORTUNITIES

- Start earning your way into the exclusive GSCO "S'mores Club."
- Get a jump start on learning the 5 Skills.
- **RETURNING TROOPS** can add funds to their treasuries.
- **NEW TROOPS** can add funds to their troop treasuries for start-up money.
- It's fast and fun.
- For additional resources, visit our website at [www.girlscoutsofcolorado.org](http://www.girlscoutsofcolorado.org)

## PROCEEDS AND REWARDS

### TROOP PROCEEDS

- Troops earn 13% of all magazine orders and \$1 per nut/candy item.

### ADULT REWARDS

- Personalized Me2 avatar patch - \$350 online nuts/candy and magazine orders from troops.

### GIRL REWARDS

#### ALL GIRL REWARDS ARE CUMULATIVE

- Care to Share patch – 10+ Care to Share orders
- Rhino Baby Jeep patch – 15+ emails
- Rhino patch – 15+ nut/candy items
- Super Seller Nuts patch – 30+ nut/candy items
- Directional Sign patch – 3+ magazine orders
- Mag Super Seller patch – 6+ magazine orders
- Drawstring sequin bag - \$125 in combined sales
- Personalized M2 patch - \$175 online nuts/candy and magazine Sales
- Rhino necklace, headband, keychain purse - \$225 in combined sales
- Small rhino - \$325 in combined sales
- T-shirt, string art *and* Goal Getter patch **OR** 10 Cookie Credits *and* Goal Getter patch - \$425 in combined sales
- Sequin journal and glitter pen **OR** 15 Cookie Credits - \$525 in combined sales
- Empower kit and diamond lights **OR** 20 Cookie Credits - \$625 in combined sales
- Large rhino **OR** 25 Cookie Credits - \$725 in combined sales
- Mess kit, Pop-up lantern *and* 10% off GSCO Summer Camp or 30 Cookie Credits *and* 10% off GSCO Summer Camp - \$850 in combined sales
- Custom Converse credit **OR** 40 Cookie Credits - \$975 in combined sales
- 50 Cookie Credits – \$1,100 in combined sales
- 60 Cookie Credits - \$1,300 in combined sales
- 70 Cookie Credits - \$1,500 in combined sales



# 2019 FALL PRODUCT PROGRAM IMPORTANT DATES AND INFORMATION

## SEPTEMBER

- Service Unit Fall Program Manager (SUFPM) receive training.
- SUFPM train Troop Fall Product Managers (TFPM).
- Regions/Service Units/Troops have kick-off events/meeting with girls and parents.
- Troop Fall Product Managers will receive an email to set up their online dashboard in M2 Media Site.
- Girl names will be entered into M2 Media by Girl Scouts of Colorado from our database. Please check your MyGS site to verify all registered girls and have current/correct information.

## SEPTEMBER 21

- Fall Product Program begins. In-person order taking starts and online storefronts go live. Girls collect money with ALL in-person candy/nut orders.
- Girls should send emails as soon as the program begins. (Customers will be able to place orders online through October 28).
- Collect signed permission and financial responsibility forms from each girl.

## OCTOBER 13

- **LAST DAY FOR IN-PERSON NUT PROMISE ORDERS!**

## OCTOBER 13-15

- Collect girl in-person orders (candy/nuts) and corresponding money by this date.
- Deposit all funds collected from the girls into troop account upon receipt.
- Enter girls' in-person candy/nut and magazine orders totals into M2 system.
- Parents can enter orders or give them to TFPM to enter.

## OCTOBER 15

- TFPM will be locked out of in-person nut/candy orders in M2 system at 8 p.m. MST.

## OCTOBER 15 -16

- SUFPM to verify all troops participating in the Fall Product Program have entered in-person orders and reward choices for all girls in the troop.

## OCTOBER 16

- SUFPM will be locked out of in-person nut/candy orders in M2 system at 8 p.m. MST
- **Late orders will not be accepted.**

## OCTOBER 28

- Online storefronts close at 8 p.m. MST.

## OCTOBER 30

- TFPM will be locked out of rewards submission at 8:00 p.m. MST.

## OCTOBER 31

- Fall rewards due.

## NOVEMBER 1

- Money problem reports due.

## NOVEMBER 4-10

- Fall Product delivered to SUFPM.

## NOVEMBER 6

- Fall Product Program ACH debit.

## NOVEMBER 20

- Last day to report fall product damages/shortages.

## DECEMBER 2-6

- Fall Product Program rewards delivered to SUFPM.

**CONTACT INFORMATION:**

Service Unit Number \_\_\_\_\_

Service Unit Fall Product Manager (SUFPM) \_\_\_\_\_

SUFPM email \_\_\_\_\_

SUFPM phone number/hours \_\_\_\_\_



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**Additional Resources are available on our website.**

Check out the

[Fall Product Program page](#)

& the

[S'Mores Club page](#)

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**Want to earn a patch that looks just like you?**

Girls and TFFPM's can create their own Me2™ avatar!

Log in to [www.girlscoutmagazines.com/GSCO](http://www.girlscoutmagazines.com/GSCO) to get started.

It's easy, fun and girls and TFFPM's can earn personalized patches with their Me2™ likeness and name!

