

# Payment Methods

## Cash

Cash payments allow girls to learn about making change for their customer.

- When working a booth sale, be prepared to watch for counterfeit bills. We do not recommend that a troop accept any bill larger than \$20.
- Consider getting a money marker to check for counterfeit bills.
- The US Treasury department has tools and resources on their website for children and adults to learn about money and how to look for counterfeit.

## Credit Cards

To accept credit card payments girls should use the Digital Cookie App.

- Payments made through Digital Cookie come to the council.
- These payments will be reported in eBudde™ and will decrease the amount due to council for the ACH.
- There are options for the customer to scan a QR code from the Digital Cookie app to pay with Venmo and Paypal.

Accepting electronic payments for cookies using anything besides Digital Cookie may lead to tax documents and additional work for families and volunteers.

## Checks

Troops should NOT accept checks from customers at a booth sale! Troops must decide if they will accept checks for individual girl sales. Any troop accepting checks must follow these rules.

- Submit the NorthStar Technologies authorization form to the bank that has the troop account before checks are collected. NorthStar handles all checks returned due to nonsufficient funds.
- All customer checks should include a preprinted name and address, and should be deposited immediately.
- Checks should be made payable to: GSEOK Troop # \_\_\_\_\_
- Verify that the customer has completed all information and provided a reasonable signature.
- Endorse each check:
  - GSEOK Troop # \_\_\_\_\_
  - Troop Account # \_\_\_\_\_

