

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



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

<input checked="" type="checkbox"/> Alyssa H.	0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Sophia F.	0	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Gissele Q.	0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Victoria F.	0	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Laurel B.	0	<input checked="" type="checkbox"/>			



- 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

