

INDIVIDUAL

# REGISTERED GIRLS

**Individual Registered Girl (IRG)** members of Girl Scouts in our council are eligible to participate in our cookie program. All individual registered girls will have a troop number beginning with 4000.

Each service unit is assigned this particular number for all individual registered girls/adults within their area. Service unit cookie coordinators are to submit names, service unit/troop number, contact information, and a copy of the Financial Responsibility Agreement Form of individual registered girls selling within their service unit to Tracy Tudder at [TTudder@gsmidtn.org](mailto:TTudder@gsmidtn.org) in the Product Programs Department before the sale begins.

Service unit coordinators will be responsible for getting IRG's the following forms: an order card, Family Guide, Goal-Getter card, a money collection envelope, and most importantly the Girl Permission and Parent Financial Responsibility Agreement Form. Responsibility Agreement Form must be signed before paperwork is given to the IRG.

- Individual Registered Girls will follow all dates and procedures as troops.
- Orders will be turned into the service unit cookie coordinator in her area for processing. **MUST ORDER IN FULL CASES.** All additional orders must be picked up in full cases only.
- All money collected by individual registered girls (\$4.00/\$5.50 per box) is given to the service unit cookie coordinator to be deposited into the service unit bank account.

**Using an ACH (Automatic Clearing House) debit, council will pull amount due for their entire cookie balance on March 19, 2021 from the service unit checking account.**



## GSUSA Guidelines for Girl Rewards and Proceeds

- **All Rewards** earned through participation in the Cookie Program must fund Girl Scout program experiences, i.e. summer residential camp, horseback riding lessons at Camp Sycamore, service unit day camps, service unit events, annual membership dues, council programs, and/or shop items.
- **All Rewards** must be based on ranges and may not be based on a dollar per dollar calculation.
- **Proceeds** may only be allocated to Girl Scout troops/groups for Girl Scout program activities. Cash based accounts may not be kept for or distributed to individual girls within the troop. Proceeds do not follow the girls.

## 2021 Cookie Program

**Individual Registered Girls** are eligible to participate in the 2021 Cookie Program. Ways to participate include:

- Taking pre-orders from customers using the order card
- Booth sales. Booth sales must be arranged through the Service Unit Cookie Coordinator. IRG's are permitted to do a booth sale alone as long as two adults remain at the site with the IRG at all times.

### Checklist to Sell Cookies:

1. Submit a signed parent financial responsibility agreement form and return to the Service Unit Cookie Coordinator for your service unit. This must be completed or they cannot accept your orders.

**SU Cookie Coordinator:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_

2. Bring your cookie order form to the Service Unit Cookie Coordinator by the deadline specified.

**Order Deadline:** \_\_\_\_\_

3. Your cookie order will be picked up from your Service Unit Cookie Coordinator in your area on the date they specify.

**Date for Cookie Delivery:** \_\_\_\_\_

4. All money collected by individually registered girls will be given to the Service Unit Cookie Coordinator by the date set by the service unit. (Girls do not retain any money up front.) Money given to the Service Unit Cookie Coordinator must be cash or money order – no checks. (No customer checks are to be deposited into the service unit account).

**Money Due to SU Coordinator:** \_\_\_\_\_

A girl who participates in the Cookie Program will earn *Program Credits* that can be used within the Girl Scouts of Middle Tennessee Council. **Cookie Program Credits are earned at a rate of ¼ Credit per package of cookies after 13+ packages.** Credits will be kept by the council in an account and girls have the opportunity to apply for credits in increments of five by submitting a request form to [TTudder@gsmidtn.org](mailto:TTudder@gsmidtn.org) after the service unit has been audited at the conclusion of the sale.

**Program Credits** are not cumulative and non-transferable. **Program Credits** records for Individual Registered Girls will be valid for two years from the year of issue. A request form must be submitted in order to use **Program Credits**. Contact Tracy Tudder at [TTudder@gsmidtn.org](mailto:TTudder@gsmidtn.org).

**Program Credits** will be valid for two years from the year of issue and can be redeemed for council-sponsored programs, summer residential camp (does not include deposit for summer camp), trading post, day camps, private horseback riding lessons at Camp Sycamore, Girl Scout Cabin items, Gold or Silver Award projects and the annual membership registration fee. Request must be approved one week prior to requested day of use.