

GSCB Cookie Booth Checklist



- At least **2** unrelated adults, one of them being a registered and background checked volunteer.
- At least **1** Girl Scout must be present at all times, but GSCB recommends 2 Girl Scouts should be present.
- **No girls without adults, no adults without girls.**
- Girl Scout Cookie inventory. Visit [Cookie Booths & Other Ways to Participate](#) for guidance on how many cookies to bring to your booth.
- Portable table and a limited number of chairs.
- Change “bank”. GSCB recommends fifty \$1.00 bills, six \$5.00 bills, and two \$10.00 bills. This may need to be adapted depending on the booth length and location traffic.
- Cash box or hip bag for safety of troop funds.
- Signs, posters and/or banners to attract attention to the booth and showcase troop goals.
- Vests/sashes/tunics and/or membership pins.
- Operation Taste of Home information, drop boxes and receipts.
- Pens/pencils, receipt booklet(s), and counterfeit tester pen(s).
- Emergency cards or health forms for participating girls, for use in the event of an emergency.
- GSCB recommends a cellular device with a camera capable of downloading the Digital Cookie App to take credit card payments and record booth sales with eBudde’s booth recorder.
- PPE, as needed. Bring extra masks, or remind troop members to bring their, even if your booth is outside.
- Plexiglass shield, if available.