

# Booth Sale Checklist

Safety first! Be sure location is safe for girls, don't block store entrance/exit, and no cashbox or donation jars on table.

- Girls in Girl Scout Uniforms (vest/sash, GS pins, white shirt, khaki bottoms)
- 2 Girl Scout Troop Helpers (registered and background screened) if a Troop Booth
- Permission Slips and Event Specifics Requirements
- Booked Booth Sales* and *Booth Sale Location* reports from ABC Smart Cookies
- Cookies
- Cookie Order Card (for nutritional information, taking orders when out of a cookie variety, or to record Cookie Share sales)
- Money belt or apron for adult to wear with money to make change
- Counterfeit Detection Pen with UV Light (see [Counterfeit Money Guide](#))
- [GSCookiesEtc.org/Cookies](#) Resources
  - Cookie Share Flyer
  - Cookie Share Receipts
  - Booth Sale FAQs
  - Booth Sale Tally Sheet
  - Simple Script for Selling Girl Scout Cookies Flyer
  - [Prop 65 Notice](#)
- Booth Sale Display Board
- City Permits (if needed, see Resources on [GSCookiesETC.org](#))
- Smart Phone with ABC Smart Cookies App (optional)
- Credit Card reader if not using the Smart Cookies App (optional)
- Table (if booth site will allow)
- Directional signs (if booth site will allow)
- Ponchos
- Calculators
- First Aid Kit
- Disinfectant wipes
- Hand Sanitizer
- Gloves for handling money or credit cards

**Please Note:** Non-Girl Scout siblings and non-essential adults should NOT be present at a booth sale.