



# COOKIES ON THE GO 2021



We are excited to announce that we will be offering a weekly cookie delivery to the Park City/Heber area! We will be making deliveries in that area on the following dates:

- Tuesday, March 2
- Tuesday, March 9
- Tuesday, March 16

## **HOW TO PLACE AN ORDER**

Please follow the steps below in order to place an order:

1. Email [lineeley@gsutah.org](mailto:lineeley@gsutah.org) no later than the prior evening (March 1, 8, 15) with the following information:
  - a. Troop Number
  - b. Contact Information
    - a. Contact Name
    - b. Delivery Address
    - c. Phone Number (this must be a number where a driver can reach you 30 minutes prior to delivery)
  - c. Number of Cases
    - a. Cookies can only be ordered in cases, with a minimum order of 10 cases
    - b. DO NOT enter order in eBudde through the cookie cupboard
2. After GSU receives the email order, you will receive an email confirming the order and cases of cookies to be received

## **DELIVERY AND TRACKING PROCESS**

- The driver will have the recipient sign for the cookies and leave a copy of the order received
- Upon returning to GSU, the driver will provide the information to the council, who will then enter your order into eBudde

## **IMPORTANT NOTES**

- DO NOT enter this order in eBudde through the Cookie Cupboard
- Girl Scouts of Utah will do their best to have every variety available, but it is not guaranteed
- Please remember that cookies may not be returned, and GSU will not be buying back unsold inventory

## **QUESTIONS?**

If you have any questions, please reach out to Linda Neeley, Senior Director of Finance at (801) 716-5112.