



Girl Guides  
of Canada  
Guides  
du Canada  
Ontario Council

# GIRL GUIDE COOKIES

*It's amazing what a cookie can do!*

## Plan your next cookie sale with these helpful tips!

### Develop a group sale plan

- How many cases do you want to sell?
- Where is the best location for your sale?
- What day works best to sell?
- Will you hold your sale on a weekend or during your weekly unit meeting time?

### Gather your girls for a cookie sale

- Send a letter to parents asking if their daughters will be available to sell at the location and day/time you've chosen.
- Make sure you have enough girls confirmed to participate, to have a successful event.

### Book a selling location

- Contact the venue for approval.
- Each **selling location** may ask you for different types of **documentation**. Here's who to contact for these various forms and documents:
  - Venue contracts – please complete and submit your completed contract for signature using the [Contract Documentation Submission Form](#). *\*Processing can take up to two weeks, so please submit your request in plenty of time*
  - [Proof of Insurance](#) - To be completed by the individual coordinating the cookie sale.
  - Cookie selling letters are available to present to locations to request space. Complete the [Cookie Selling Letter form](#) to get your letter.

### Promote your selling event!

- Spread the word to family and friends!
- Complete the online [Cookie Sales Event form](#) to add your sale to the [Cookie Finder Map](#) and promote it to the public!





Girl Guides  
of Canada  
Guides  
du Canada  
Ontario Council

# GIRL GUIDE COOKIES

*It's amazing what a cookie can do!*

## Order promotional material for your selling event

- Order [promotional and display materials](#) for your selling event, including display banners, brochures, posters and more. Make sure to order your material **2-3 weeks in advance**. A creative exhibition display can attract many customers and even get you media attention!

## Need more cookies for your event?

- Please use the [Online list of Receivers with surplus at their locations](#) to locate an area close to you that has surplus. We will share a link to this new webpage with all Cookie Orderers and Contact Guiders, through our Tuesday Guide ON eNewsletter, every two weeks throughout the campaign, reminding you of all the locations where surplus is still available in Ontario. Once you have found a location that works for you, you are responsible to call the Receiver to see if your request can be met and arrange a time to pick up the cookies.

## When contacting a Receiver to request surplus, please be prepared to provide them with:

- Your full unit name
- Unit Imis #
- Amount of surplus cases you are requesting

As in the past, requests will be met on a first come first served basis. Please review this [Surplus Distribution Form Tip Sheet](#) including instructions on how to properly fill out the surplus form you will be required to complete upon pick-up of these cases.

## Set up for success on cookie selling day!

- Set up your cookie selling station. Dress it up with bright colours and visual images of Guiding in preparation for media photo opportunities.
- Download the [Image Submission form](#) to ensure your girls have given permission to say cheese and have their photo shared.
- Be sure to have Girl Guide information brochures available for customers.

**HAPPY SELLING 😊**

