

BOOTH SALE RECORDER

Easiest method for distributing booth sales to the Girl Scouts

1. Navigate to the Booth Sales Tab
2. Click the **Record Sale** next to the booth to be recorded.
 - The system will display the troop's booth sites.
 - Booth Sales are listed in chronological order, oldest to newest.
 - The booth name will be grey and the record sale will appear after the date of the booth has passed.

s	Girls	Init. Order	Delivery	Girl Orders	Transactions	Cookie Exch	Txn Pickups	Rewards	Booth Sales	Payme
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Booth Sales

Cookie Calc. 

My Booth Sales

Choose the Sale that you wish to update and/or record sales.

Email Signups

Find Free Slots



Walmart #1638

Date: 01/18/25 Time: 10:00am 12:00pm

3176 South Eufaula Avenue,
Eufaula, AL, 36027

Update Time

Record Sale



- On the Next Screen in the **Product Section**, record the number of packages of Cookies sold at the booth. Booth name is at top of the page.
- In the **Program Section**, enter the number of Donated Packages.
- The system will calculate the amount of money collected at the booth sale (**receipts**)
- Enter any payments that were taken through the Troop Digital Cookie link in the **Digital Cookie Payment box**. This will ensure the funds are transferred from the troop link to the booth.
- Once all data is entered click **Go to Distribute**.

Girls	Init. Order	Delivery	Girl Orders	Transactions	Cookie Exch	Txn Pickups	Rewards	Booth Sales	Payments	GOC Org	Sa
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Booth Sale Recorder

Cancel Go to Distribute

Frys Food Store: 2025-01-26 9:00am

Product	Packages
Adventurefuls \$ 6.00	0
Lemon-Ups \$ 6.00	0
Trefoils \$ 6.00	0
Do-Si-Dos \$ 6.00	0
Samoas \$ 6.00	0
Tagalongs \$ 6.00	0
Thin Mints \$ 6.00	0

Program	Packages
Council Community Cookies \$ 6.00	0
Troop Community Cookies \$ 6.00	0
Total Packages Sold	0
Total Sale Receipts	\$0.00

TroopSite	Amount
Digital Cookie Payment (for orders processed by TroopSite; also includes in Total Sale Receipts)	0
Amount is included in Total Sale Receipts above	

8. eBudde™ allows distribution of the cookies among the girls attending the booth site. eBudde™ will assume all girls have attended by checking the box next to their name. If there is a girl that did not attend, uncheck the box next to her name. Now select all or deselect all by checking **the (De)select all box**.
9. If charity packages are to be included, uncheck **Remove all charity Items**.
10. Key in the packages sold for each girl or let eBudde™ automatically evenly distribute those boxes. For it to be done by eBudde™, be sure the appropriate girls are checked and click the **Distribute button**.
11. Once all the data entry has been completed, click the **Distribute button**. eBudde™ will create a transaction record on the girl order tab for each girl that has been checked.

Booth Sale Recorder

Cancel

Distribute

Save

Frys Food Store: 2025-01-26 9:00am

Advf: 0

LmUp: 0

Tre: 0

D-S-D: 0

Sam: 0

Tags: 0

TMint: 0

SMr: 0

Toff: 0

CCC: 0

TCC: 0

Pkgs Sold: 0

☒ (De)select All Girls
 ☒ Remove all Charity Items

⌵ Alyssa H. 0 ☒	⌵ Sophia F. 0 ☒
⌵ Gissele Q. 0 ☒	⌵ Victoria F. 0 ☒
⌵ Laurel B. 0 ☒	



12. To edit each girl individually or to edit after distribution occurs. Click on the **arrow** next to the girl and edit the varieties as desires.
13. When complete click **Save**.
14. If changes are needed, they need to be made on the record sales section of the booth sale. Changes cannot be made on the girl order tab.
15. **If an edit is needed at a later date. Click on Record sales again like in step #2**

Advf: 0 LmUp: 0 Tre: 0 D-S-D: 0 Sam: 0 Tags: 0 TMint: 0
I/O: 0

Pkgs Sold: 0 ☒ (De)select All Girls

Ansley C.

0

☒

Advf:

LmUp:

Tre:

D-S-D:

Sam:

Tags:

TMint:

SMr:

Toff:

HH:

I/O:

Toff: 0

