

## Booth Sale Worksheet

Do not use this form as a receipt—you **MUST** complete a separate receipt for exchange of cookies and money. This form is available at [http://www.girlscouts-swtx.org/en/cookies/for-cookie-sellers/program\\_materials.html](http://www.girlscouts-swtx.org/en/cookies/for-cookie-sellers/program_materials.html).

\* **All information is required.**

**\*\*Worksheet is due to CCM or the Product Program department no later than Monday, March 12, 2018.**

\*Date of booth sale \_\_\_\_\_ \*Time \_\_\_\_\_

\*Location \_\_\_\_\_

\*Name of adults at booth sale \_\_\_\_\_

### Inventory

Packages	Savannah Smiles	Trefoils	Do-Si-Dos	Samoas	Taga-longs	Thin Mints	S'mores	Toffee-tastic	Total
<b>Beginning Inventory</b>									
<b>Packages Added</b>									
<b>Total Packages</b>									
<b>Ending Inventory</b>									
<b>Total Pkgs - Ending Inventory = Total Pkgs Sold</b>									

Gift of Caring (use this space to keep a running count of number of boxes donate):

### Girls Participating at Booth

Total # of girls attending (max: **4 girls and 2 adults only per shift**)—list girls' names below:

1 \_\_\_\_\_ 3 \_\_\_\_\_  
2 \_\_\_\_\_ 4 \_\_\_\_\_

The following is how to figure each girl's booth sales credit toward the bonus recognition programs. If girls' amount of time at booth varies, you may want to create your own method to fairly distribute credit.

$$\text{Total packages sold} \div \text{Total \# of girls participating} = \text{Average \# sold per girl}$$

*(e.g., 126 packages ÷ 3 girls = 42 packages sold per girl)*

### Money Calculation

Note beginning amount here (used to provide change) \$ \_\_\_\_\_

Ending amount (count carefully) \$ \_\_\_\_\_

Less beginning amount - \_\_\_\_\_

Less Gift of Caring donations (@ \$4/pkg) - \_\_\_\_\_

TOTAL GROSS SALES = \_\_\_\_\_

**USE BOOTH RECORDER!**  
To help you evenly distribute cookie sales to girls who participate!

**Check your math:** total packages sold x \$4 = TOTAL GROSS SALES (e.g., 45 x 4 = \$180.00)