



# Troop Check Out Resources: Troop Supplies

## What is a Troop Supply?

A Troop Supply is a document or item that supports a Girl Scout Troop in a Girl Scout activity. Troop supplies include things such as bridges, flags, camping equipment, library books, binoculars, parachutes...

## How much does it cost to rent a Troop Supply?

There is a \$5 refundable deposit per Troop Supply.

## How long can we keep a Troop Supply?

Flags, and bridges will need to be returned within 2 business days of check out. All other Troop Supplies will need to be returned within one week of check out. There will be a \$25 late fee charged to the credit / debit card if the Troop Supply is returned late. Please contact the Service Center you reserved your Troop Supply through if the Troop Resource will be returned late.

## How do I rent a Troop Supply? Who do I contact?

Reservations are required for all Troop Supplies. Once you have determined which Troop Supply or you would like to reserve you have two options to reserve the Troop Resource.

1. Please contact your local Girl Scout Service Center Shop Associate. The Shop Associate will take down your information and check the availability of the Kit.
2. Please fill out the Troop Resources Reservation Form found on [www.gsbadgerland.org](http://www.gsbadgerland.org) website under "Volunteers" and then click on Volunteer Resources. After you have filled out the form completely please scan, email or fax the form and send it directly to the Girl Scout Service Center Shop that you would like to pick up your Troop Resource from.

Deposit is due at time of reservation. Please provide a debit / credit card number with your Troop Resource Reservation Form in order to complete your reservation. You can call the Girl Scout Service Center shop with your debit / credit card number if you do not include it on the reservation form.

If you prefer to pay for the Troop Resource with a troop check or cash, the Troop Resource is not reserved until the cash/check is received at the Service Center. Please drop those off in the shop or mail them in to complete your reservation.

If the Troop Resource has already been reserved by another Girl Scout volunteer you will be informed of that when you call to make your reservation. You will have the option of reserving that Troop Resource at a different time or reserving a different Troop Resource.

## Where do I pick up and return the Troop Supply?

The Troop Supplies / Program Kits will be available for pick up at the Girl Scout Service Center that you have requested. Locations of each Troop Supply / Program Kit are listed next to the Program Kit summary. Troop Supplies and Program Kits can be transferred between Service Centers. Please allow one week before and

after you would like to rent the Troop Resource to transport the Troop Resource to your designated Girl Scout office.

### Who do I contact to reserve a Troop Supply?

Madison Girl Scout Service Center: Cody Huston (1173), [hustonc@gsbadgerland.org](mailto:hustonc@gsbadgerland.org)  
Janesville Girl Scout Service Center: Tracy Schroeder (3021), [janesvilleshop@gsbadgerland.org](mailto:janesvilleshop@gsbadgerland.org)  
Platteville Girl Scout Service Center: Dee Stojan (608.348.7203) [PlattevilleShop@gsbadgerland.org](mailto:PlattevilleShop@gsbadgerland.org)  
La Crosse Girl Scout Service Center: Jenn Loeffler (4301), [LaCrosseShop@gsbadgerland.org](mailto:LaCrosseShop@gsbadgerland.org)  
Girl Scouts of WI – Badgerland Council 800.236.2710

### Are these the only topics that you have?

Additional Troop Supplies will become available in the future. Check back often for new Troop Supplies that are available for check out.

## Troop Supplies available for check out

Event Flags (3\*5 ft flags with 8 ft poles and stands)

- American Girl Scouts of WI \_ Badgerland WAGGGS Wisconsin

Parade Flags (2\*3 ft flags with 6 ft poles)

- American Girl Scouts of WI – Badgerland Wisconsin

Ceremony gloves

**Bridges** (Each Service Center has bridges available for check out)

**World Flags for World Thinking Day**

Knot boards and rope

Magnifying glasses

Binoculars

Compasses

Parachute

- Small (perfect for 10-12 people)
- Large (perfect for 25-30 people)

Jackknives

Tug of war rope

Sewing machines

Snow shoes (3 adult, 3 child)

Ice cream maker

Button Maker

Megaphone

Camping Equipment

- 3 large tents that fit 4-6 people
- Cast Iron pots
- Kitchen Utensils