

# The Ultimate Guide to Cookie Share

When a Cookie Donation order is received, is there anything you need to do make sure the Girl Scout receives credit for the sales in ABC? Here's a diagram to help you determine your next steps.

## Where did the customer make the donation purchase?

Troop Site

Girl Scout Site

In Hand Sale

Donation Only Order

Shipped with Donation

Girl Scout Delivery with Donation

Girl Scout Donation Only Order

Troop Booth Donation

**Do Nothing:**  
Virtual Cookie Share already in ABC Council Inventory used

Will the Troop use their own supply or the Girl Scouts supply and donate cookies to their Cookie Share partner?

**YES**

**NO**

**Enter a Virtual Cookie Share order in ABC** to give Girl Scout credit. Council Inventory used.

If the **GS is using their supply** and you've **already done a Troop to Girl Transfer** in ABC for cookies they have in hand, **do nothing** except have them set the cookies aside for donation.

If the **Troop is using their supply**, keep track of donations on a spreadsheet and at the end of the season, when you know flavors being donated, **do a Troop to Girl Transfer** to give GS credit for donation. Donate cookies to your cookie share partner.