## **Cookie Allocation in eBudde**

## Allocating for a Booth Sale:

## Go to the Girl Orders tab Click on the Record a Booth Sale button

Girl Orders Sun	nmary									
		Show Inst	ctive					Re	cord a Booth Sal	в
	Below are your troop sales broken down by Girl. To view/edit a Girl's Transactions select the appropriate row.			w.						
			\$7.00	\$7.00	\$7.00	\$7.00				
U668 DOC	Girlo		GOC	Initial	Booth	Other	Totalo	Total Due	Paid	Bal. Dueo
$\checkmark$	Olivia C.		1	55	58	0	114	\$798.00	\$413.00	\$385.00
$\checkmark$	Denise B.		1	120	58	0	179	\$1253.00	\$413.00	\$840.00
1	Sarah R.		0	0	0	0	0	\$0.00	\$0.00	\$0.00
1	Emma H.		1	55	58	127	241	\$1687.00	\$1491.00	\$196.00
1	Troop Site		5	0	0	515	520	\$3556.00	\$3556.00	\$0.00
	Girl Totals		8	230	174	642	1054	\$ 7294.00	\$ 5873.00	\$ 1421.00
	Troop Order (Actual page + GOC)						1274			
	Difference						-220			

Click on the Record Sale button for the Booth Sale you need to allocate cookies for.

<b>e</b> Bu	Idde	Troop 1043	1				
Dashboard	Contacts	Settings	Girls	Init. Order	Delivery	Girl Orders	Tra
Booth Sa	ales						
						Cookie Calc.	
	1	Sign up for a Cour	ncil Booth	Add / Edit a Troop	Booth		
			My Booth	Sales			
		Choose the Sale the	hat you wish to i	update and/or reco	ord sales.		
		Email S	Signups	Find Free Slots	l.		
	Becky's Pizz	a Parlour					
	Date: 07/23/2 1231 Upas St	2 Time: 10:00am 4:00pn , San Diego, CA, 92103	n		Reo	ord Sale	
	O Town Center	at Cobb			Upd	ate Time	
	Date: 02/07/2 400 Ernest Bi Near Center (	3 Time: 11:00am 1:40pn arrett Pkwy, Suite 100, Ke Court	1 nnesaw, GA, 30144				
(	One White O Date: 03/11/2	ak Apartments 3 Time: 4:00pm 7:00pm			Upd	ate Time	
	2080 One Wr Check-in with	ite Oak Lane, Cumming, Sade Stokes or Symone	GA, 30041 Stephens at leasing	office			

Enter the amount of packages sold at the Booth in the boxes provided, and then hit the Go to Distribute button.

	Trinity Chu	rch: 2024-03-17 1:00pm					
Product	Packages	Program	Packages				
Adventurefuls \$ 7.00	14	Gift of Caring \$ 7.00	3				
Lemon-Ups	33	Total Packages Sold	177				
Trefoils \$ 7.00	31	Total Sale Receipts	\$1239.00				
Do-Si-Dos	13	TroopSite	Amount				
Samoas \$7.00	32	Digital Cookie Payment (for orders processed by TroopSite; also included in Total Sale Receipts)	84				
Tagalongs \$ 7.00	6	Amount is included in Total Sale Receipts above					
Thin Mints	32						
S'mores \$ 7.00	7						
Toffee-tastic \$ 7.00	6						

## **Booth Sale Recorder**

Cancel	$\rightarrow$	Distribute	Save
	Trinity C Cookie: 161 Spec: 13 Pkgs Sold: 177	hurch: 2024-03-17 1:00pm GOC: 3 (De)select All Girls	
⊖ Olivia C.	59 🜌	⊙Emma H.	59 🗸
⊙ Denise B.	59		
⊖ Sarah R.	0		

Hit the Distribute button. This will allocate the packages evenly among the girls selected. If you do not want them to be distributed evenly, you can allocate them manually by clicking on the down arrow next to each Girl Scout and entering the amount of packages you wish to distribute.

