



## **In-Person Cookie Booth Sales**

For those considering in-person Cookie booth sales we offer the following guidelines. Please review all COVID-19 guidelines available on our [website](#).

First, participation in in-person Cookie booth sales is completely voluntary. Girls and adults should be comfortable with the activity. Selling cookies at an in-person booth is only one method among a variety of choices to sell cookies.

Please note that our guidelines are subject to change in coordination with NYS and CDC recommended guidelines. NYS has adopted a “micro cluster” strategy. If you plan an in-person booth sale, you should be aware of what is happening in your local community and the location of the booth sale to make sure the micro cluster color of your zone permits this activity. In addition, should conditions change, our Guidelines will be changed to reflect new information. GSHH cares deeply about the health and safety of our Girl Scout members and families.

## **Booth Safety Guidelines**

All participants attending an event must sign the GSHH COVID **Waiver of Liability** (see GSHH website). [Individual Permission Slips](#) should be submitted to your regional Product Sales Manager. [Troop Permission Slips](#) should be submitted to your Troop Leader.

All participants must fill out the [COVID-19 questionnaire](#) no sooner than two hours prior to the Cookie Booth activities. IF you answer “Yes” to any of the questions, or do not feel well, DO NOT participate in the in-person booth sale.

**Volunteers need to maintain an attendance log of participants.**

Outdoor spaces where social distancing can be maintained are strongly recommended for cookie booth sales. Please follow the [GSHH COVID-19 guidelines](#) when choosing a meeting place.

Booths should be set up to allow for minimal interactions while following social distancing. Displays should include alternative methods of ordering cookies, so potential customers can scan ordering information available through DOC.

- Masks must to be worn at all times at a booth. Girls should not touch their masks or faces.
- Girls and adults may make or buy face shields.
- Troops may build or buy a plastic barrier or sneeze guard to use at a booth.
- Each booth table will need to have hand sanitizer accessible to troop and customers.
- Each booth table will need to have sanitization supplies to wipe down any touchpoints between customers.
- Girls and adults should use hand sanitizer between each customer.
- Pens should be sanitized frequently and if possible not be shared.
- Troop members should practice social distancing with troop members while at a booth. All participants must maintain a physical distance of six (6) feet between themselves and customers. If possible consider marking spots with duct tape so customers remain 6 feet from the booth.
- Avoid personal contact and limit the personal interaction to as few minutes as possible

Urge customers to use card transactions/electronic payments whenever possible.

Girl Scouts should NOT handle cash or hand out cookies.  
Volunteers/Adults should receive payments and make change.

One display package of each cookie type should be placed on the table. The supply of cookies should be behind the table. When a purchase is made girls can bundle or bag the orders and place them on a designated pickup spot.

If using a bin method, bins need to be sanitized between each customer.

DO NOT give out samples of cookies.

Adult volunteers, not girls are responsible for routinely cleaning and disinfecting surfaces and objects that are frequently touched. Ensure cleaning supplies approved for use against COVID-19 are on hand.

Any object that a customer handles or touches needs to be disinfected immediately after use.

It is recommended that girls have their own supplies (masks, gloves, wipes, hand sanitizer) for use at the Cookie Booth, if possible.

## **Best Practices for Social Distancing**

- Please practice social distancing when interacting with customers.
- Do not attend a booth if you do not feel well.
- Wear a mask at all times
- Wash hands frequently with soap and water or use hand sanitizer when soap and water is unavailable
- Stay 6 feet away from customer's one girl on each side of the table should be 6 ft. apart
- Utilize credit card transactions as much as possible
- Follow GSHH guidelines
- Avoid touching your face.
- Bring masking tape, cones or some sort of line marker to show where customers should stand.
- Post appropriate signage at each booth to alert customers of social distancing instruction.
- Post mask sign to alert customers that they must wear face coverings while at a booth.
- If you have a rectangular table, consider using it lengthwise rather than horizontal (space permitting).

Troops may rotate girls throughout their booth shift to give more girls an opportunity to attend a booth.

All troops must adhere to each location's specific COVID-19 protocol should they have specific requirements.

Girls and adults should not attend a booth if they are not comfortable being there or if they themselves do not feel well.

Food and Snacks Girls and adults participating in Cookie Booths should not eat at the booth. Personal water bottles should be kept off the booth table.

## **Transportation to/from the Cookie Booth**

Individual parents/caregivers must drop-off/pick-up their own girls from the Cookie Booth.

Carpooling and public transportation should be avoided.

Parents dropping off or picking up girls should wait at designated areas and arrive at the designated time the Leader has informed you.

**Are there specific restrictions re: booths, like how many girls and/or adults can be there at once, if they have to be outside etc.?**

Yes. We recommend that leaders plan ahead and coordinate the number of girls who will participate in the in person booth program activity and schedule 2 girls per shift to allow for safe social distancing under the supervision of their adult troop leaders. A business may request only a certain number of people at a booth. Troops should follow the location's guidance as long as it fits within the girl to adult minimum ratio for the age group. Troops may rotate girls throughout their booth shift to give more girls an opportunity to attend a booth.

Caregiver-daughter booths conducted in front of your house or at the end of a driveway are acceptable and encouraged as another way to participate in the cookie program.