

Walmart

Council Organized Booth Sale (COBS) Guidelines

Please follow all GSEMA guidelines provided in this document, as well as requirements for setting up, running, and taking down a booth sale. Help other Girl Scout troops plan for their upcoming COBS by reporting booth sale totals at the completion of the sale.

Booth Requirements

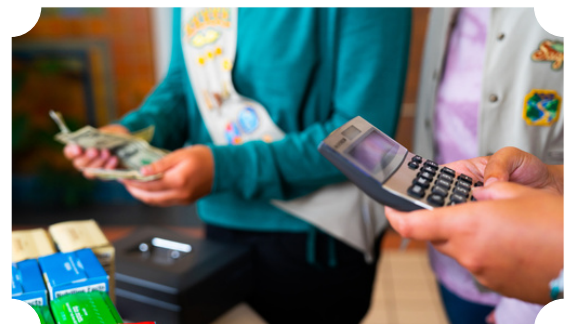
Girl Scouts should wear their uniforms, other Girl Scout-branded clothing, or their membership pin to clearly identify themselves as Girl Scouts at a cookie booth sale.

- Booth sales must have a minimum of two Girl Scouts (four max) selling at a time. There is a maximum number of attendees at this booth of six and this includes two adults. All participants must be registered with the troop (no tag-alongs) and must be accompanied by two unrelated, GSEMA registered and CORI'd adults at all times. Troops that do not meet this requirement may not participate.
- All booth sales must take place in the designated, council-approved area. Booth location may not be changed. See booth location section for proper location.
- Please ensure there is adequate space around the booth for pedestrians to safely pass.
- Costumes that cover the face and cookie sampling is prohibited.



Tips for Safeguarding Cookie Money

- After receiving cash or making change, Girl Scouts should hand the money to a troop volunteer to place into the cash box for safekeeping.
- Keep the cash box in a safe place or behind a barrier of cookie packages.
- Don't walk around with large amounts of money.
- Deposit cookie money into the troop bank account often, and do not keep money at home or at school.
- Consider using the payment options in Digital Cookie (credit card, Venmo, or PayPal) or a card reader.
- Please remember to follow all GSEMA Safety Guidelines for all troop activities.



Walmart COBS Information

Troops can now host cookie booths at their local Walmart following all required policies and guidelines mentioned below:

- There cannot be more than 6 persons at the booth. This includes girls and adults.
- Troops can only bring one (1) table/tablecloth.
- Booths must be located at least 15 feet from the entrances to and exits from the facility, to allow for safe ingress/egress. Store management reserves the right to change the designated area for the sales booth as necessary for the safety of shoppers.
- There must be at least one supervising adult Girl Scout staff or volunteer at each permitted sale booth.
- Girl members, supervising adult staff, and/or volunteers may not solicit or distribute literature inside the facility, including in any lobby or vestibule, at any time.
- All table set-ups are outdoors



Walmart prohibits posting signs in the location. Bring hand-held or table-attached signs displaying:

- Your troop number and money-earning goals
- Cookie price and a QR code with your troop's shop link
- Other booth dates/locations coming up

Girl Scouts must remove all trash from the Walmart property and leave the area as neat as you found it. Please return empty cases to a council Cookie Cupboard or take them home for recycling. During your sale, practice safety and keep your booth tidy during your sale.

- Store all boxes and materials you unload in one area.
- Carts, dollies, boxes, etc. used to bring in cookies should be returned to the troop volunteer's vehicle.
- Do not bring camp/beach chairs or other bulky items.

After the Booth Sale

Troops must report sales totals at the end of each booth sale. Your reported sales totals help inform fellow troops on sale projections and helps Council continue sales at the site next year. Select one option to report sales totals:

- Use the Smart Cookies Booth Divider ([Troop Smart Cookies Database](#)) OR
- Complete a [COBS Review Results Form](#)

Walmart COBS Cancellation Procedures

Any troop change to an assigned COBS must be reposted to customer care@gsema.org. Please review the COBS cancellation procedures at gsema.org/cancelmycobs.



Questions? Email customer care@gsema.org. Do not contact the Walmart about your booth sale. Check out these [historical COBS sales records](#) to estimate cookies for this COBS location.