



Site Sale Location Confirmation

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Date

Troop #

Name

Address

City, State, Zip

Dear (Name),

Welcome to the 2011 Cookie Program and Cookie Site Sales! As you know, this will be a busy time for all of us but, with some planning, we can make this year's Cookie Site Sales run smoothly and have fun at the same time!

Please note that I will be available for phone calls during the hours of _____ to _____. However, I will not be available on _____. My home phone number is _____.

If you need to sign up for additional Cookie Site Sales, please call during the above mentioned hours. You will need to pick up your permission slips at my home before the Cookie Site Sales. Your troop may not sell cookies without a permission slip. Slips will not be mailed. Please, no frantic last minute pick-ups!

Some troops are likely to have more sales than needed. If you would like to cancel a Cookie Site Sale, please call me as soon as possible to open the sale for another troop (at least 24 hours notice, if possible). It is important that canceled Cookie Site Sale permission slips be returned to me.

Lastly, to avoid confusion, be sure your permission slip for the sale date is on hand at each site sale. Also, please be certain that the adult in charge is aware of all rules.

Happy Cookie Site Sales to all! If you have any questions, please call me at _____.

Sincerely,

(Your Name)

Service Unit Cookie Site Sale Manager

Service Unit (name and #)