

COOKIE CUPBOARD SCHEDULE



What is a Cookie Cupboard?

A cookie cupboard is a place where cookies are stored that are available for troops to pick up additional cookies to re-stock a cookie booth to be able to continue selling or to fill a late girl order. Cookies from a cupboard are issued in full cases and are automatically charged to the troop account in eBudde. Cases taken from a cookie cupboard cannot be returned or exchanged.

How to place an order with your cupboard to get more cookie cases:

- Click the **Add a Transaction** tab
- Date: Change to date of pick up
- Type = Booth
- Receipt #: Automatically assigned
- Second Party = Cupboard
- # = Cupboard Number
- Dropdown box select Add Product
- Cases = number of cases of each variety you need
- Packages = NO ENTRY – we issue in cases only
- Save and Print your order

Troops may place an order from the Transaction tab in eBudde. By placing a “pending” order you are notifying your cupboard that you need more products and at the same time you can specify a pick up date and time. Your cupboard will review pending orders each morning and have the order waiting for you on the day and time you scheduled your pick up. Check the cupboard schedule for day and time availability and allow at least 24 hours for pick up.

Cupboard Number	City	Location	Contact	Telephone	Email	Feb 17, 24;	Mar 2,	Feb 18, 25;	Mar 3, 10,	Feb 19, 26;	Mar 4,	Feb 20, 27;	Mar Feb 21, 28;	Mar Feb 22, 29;	Mar	Feb 23;
						9, 16	17	11, 18	5, 12	6, 13	7, 14	Mar 1, 8, 15				
110-GP	Chicago-Downtown, IL 60603	Chicago Gathering Place *	20 S Clark Street *	Kathy Stigler	(312) 912-6367	kstigler@girlscoutsgcnwi.org	8:30 am - 5 pm	not available	not available	8:30 am - 5 pm*	8:30 am - 5 pm*	8:30 am - 5 pm*	8:30 am - 5 pm*	8:30 am - 5 pm*	8:30 am - 5 pm*	8:30 am - 5 pm*
120-GP	Homewood, IL 60430	Homewood Gathering Place	1005 175th Street	Susan Rakis	(708) 658-2309	Srakis@girlscoutsgcnwi.org	8:30 am - 5 pm	9 am - 3 pm	10 am - 2 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm
130-GP	Joliet, IL 60433	Joliet Gathering Place	1551 Spencer Road	Charisse Chamorro	(815) 651-2710	Cchamorro@girlscoutsgcnwi.org	8:30 am - 5 pm	9 am - 3 pm	10 am - 2 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm
140-GP	Lisle, IL 60532	Lisle Gathering Place	2400 Ogden Avenue	Christine Carlson	(630) 544-5972	Ccarlson@girlscoutsgcnwi.org	8:30 am - 5 pm	9 am - 3 pm	10 am - 2 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm
150-GP	Merrillville, IN 46410	Merrillville Gathering Place	8699 Broadway	Linda Miller	(219) 472-1948	Lmiller@girlscoutsgcnwi.org	8:30 am - 5 pm	9 am - 3 pm	10 am - 2 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm
160-GP	Vernon Hills, IL 60061	Vernon Hills Gathering Place	650 N Lakeview Parkway	Kathy Stigler	(224) 207-9251	kstigler@girlscoutsgcnwi.org	8:30 am - 5 pm	See Trailer Schedule	See Trailer Schedule	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm	8:30 am - 5 pm
110-B	Chicago-North, IL 60613	Volunteer Residence	4318 N Sheridan	Keitha Benkowski	(773) 525-4235	keithaben@att.net	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm	Must call first; no later than 9 pm
110-C	Chicago-South, IL 60638	Volunteer Residence	6344 W 59th Street	Sue Capello	(773) 349-1932	caps_71@yahoo.com	5:30 - 9 pm	by appt	by appt	5:30 - 9 pm	5:30 - 9 pm	5:30 - 9 pm	5:30 - 9 pm	5:30 - 9 pm	5:30 - 9 pm	5:30 - 9 pm
140-M	Oak Park, IL 60304	Volunteer Residence	735 Wesley Ave	Kathy Marifjeren	(708) 383-2735	kathy.marifjeren@gmail.com	2 - 5 pm; Feb 24 1-3:30	8 am -12 pm; Mar 3 12-4; Mar 10 12-4	Noon-4 pm	by appt	by appt	by appt	by appt	by appt	by appt	by appt
160-R	Hoffman Estates, IL 60169	Volunteer Residence	1050 Mayfield Lane	Selena Randecker	(847) 843-8324	solerial66@comcast.net	10 am - 5 pm; 5 - 8 pm by appt	AM by appt only; 1-4 pm	9 am - 2 pm (not available Mar 4)	10 am - 5 pm	10 am - 5 pm	10 am - 5 pm	10 am - 5 pm	10 am - 5 pm	10 am - 5 pm	10 am - 5 pm
160-CR	Vernon Hills, IL 60061	Volunteer Residence	305 Albany Lane	Chris Reinert	(847) 903-1129	eaglescout_76@yahoo.com	not available Feb 24	by appt (not available Mar 3)	12-- 2 pm	by appt	by appt	by appt	by appt	by appt	by appt	by appt
110-K	Chicago-Northwest, IL 60641	WF Halls Self Storage (Knox)	3001 North Knox	Debbie Malinowski	(773) 320-4118	debmal4gs@gmail.com	not available	8 am - 12 noon	10 am - 2 pm	8 - 10 am	6:30 - 8 pm	9 am-2 pm; 5:30-7:30 pm	10 am - 2 pm	10 am - 2 pm	10 am - 2 pm	10 am - 2 pm
110-P	Chicago-Southwest, IL 60609	WF Halls Self Storage (Pershing)	1919 W Pershing	Tom Krone	(773) 612-3993	cupcak_1@yahoo.com	8:30 am-2:30 pm	9 am - 3 pm	not available	8:30 am-2:30 pm	8:30 am-2:30 pm	8:30 am-2:30 pm	8:30 am-2:30 pm	8:30 am-2:30 pm	8:30 am - 2:30 pm	8:30 am - 2:30 pm

* For Chicago Gathering Place multi-case pick up, pending orders are requested; to facilitate and assist volunteers with pick up please call extension 6323 or 6366 five to 10 minutes before arriving at 20 S Clark to receive pick up instructions.

Roving Trailer Schedule			Days / Hours of Operation		
			Sat, Feb 25	Sat, Mar 3	Sat, Mar 10
City	Location		Cupboard 160-WE1	Cupboard 160-WE2	WE3
Gurnee	Gurnee Community Church	4555 Old Grand Avenue	8 - 10 am	10:30 am - 12:30 pm	8 - 10 am
Buffalo Grove	Buffalo Grove Theaters	120 Old McHenry Road	8 - 10 am	10:30 am - 12:30 pm	8 - 10 am
Niles	Golf Mill Mall	Golf and Milwaukee Avenue	8 - 10 am	10:30 am - 12:30 pm	8 - 10 am
Vernon Hills	Vernon Hills Gathering Place	650 N Lakeview Parkway	10:30 am - 12:30 pm	8 - 10 am	10:30 am - 12:30 pm
Schaumburg	Nathan Hale School	1300 West Wise Road	10:30 am - 12:30 pm	8 - 10 am	10:30 am - 12:30 pm
Melrose Park	Winston Plaza	George Street Entrance	10:30 am - 12:30 pm	8 - 10 am	10:30 am - 12:30 pm





What's Next?

Cookie Booths

Cookie booths are an excellent way to reach your goals. Troops can set up one or more cookie booths and offer on-site satisfaction for customers looking for Girl Scout Cookies.

Have fun setting up and decorating booths to attract customers. Cookie costumes, table covers and signs are available for checkout on a first-come, first-served basis at each Gathering Place. Just ask the receptionist, and she will be able to tell you what is available. A troop can set up as many cookie booth sites as they would like to host.

There are many sites still available! Choose from **COUNCIL SITES** or **MY SALES** sites (secure-your-own) on eBudde®.

Loop Site Sales

It's almost time for loop site sales! Loop site sales are a day-long commitment when troops host cookie booths in downtown high-rises on specific, nonfederal holidays, during the work week. It is an exciting experience for girls, from Daisies to Ambassadors, and a good way to help fund troop plans and goals.

Help us reach 100 loop site locations in honor of our 100th Anniversary! The deadline to turn in your Volunteer Commitment Form to participate in loop site sales has been extended to Jan. 31. The form is available at www.girlscoutsgcnwi.org. Please read through all of the information, and if you still have questions, e-mail Susan Rakis at srakis@girlscoutsgcnwi.org and Sandy Mason, our volunteer loop coordinator, at sandymason@live.com.

Gift of Caring

Send soldiers the comfort of a box of Girl Scout Cookies. What better way is there to reach out to our military service men and women around the world, and show them our appreciation and gratitude? Soldiers continue to express just how much they appreciate this simple gift. This is a wonderful service troops can do, and at the same time continue to reach for, or surpass, their goals.

Troops can host a Gift of Caring cookie booth, or showcase Gift of Caring at their booth sales. Troops can either take cookie donation orders with an order card, or have cookies and a donation box where customer can purchase cookies and place them in the donation box. Check your local Gathering Place for available donation boxes.

Troops can distribute Gift of Caring fliers. Troops and girls who choose this option should make sure to enter their troop number and girls initials on the fliers to ensure that the troops and girls get credit for donations made. Troops can earn additional proceeds for all order received by March 20. Each flier gives customers the option of supporting the initiative online, or by calling 1-855 ILOVEGS (456-8347) ext 1974. When using the online option, customers will credit the troop and girls on the order review page. These donations will be entered into eBudde as EGO (electronic Gift of Caring).