



**Subject to Change - Based on Current Guidance*

2021 COVID-19 Cookie Booth Rules and Procedures*

- ◆ **SCHEDULING** - Available Locations/Shifts are Limited
 - Troops may have a max of 5 *active* booths on their schedule (*Virtual Booth pick-up events not Included*)
 - Troops may not schedule more than one shift at the same location per day during FIRST PICKS Period
 - All Shifts are 2 Hours ONLY
 - Booths are allowed ONLY at Council secured locations and during the dates/times as available in Smart Cookies Booth Scheduler
- ◆ **BOOTH STAFFING RESTRICTIONS**
 - Adult in charge of the booth (girls/money/inventory) must be a registered member and Booth Trained
 - Review the location notes for specific staffing limits and set-up instructions. (*2 Girls & 2 Adults is the default staffing requirement*)
 - No Buddy Booths - Same troop cohort only (Same Family Household is the ONLY exception)
 - Girls may ONLY work ONE shift per day (*GrubHub Shifts DO NOT count as a Booth Shift*)
 - All Girls must be in Uniform (*At least Vest/Sash*)
 - 1:1 Booths Suspended - 2:1 for Seniors and Ambassadors is OK
 - Arrive AND Leave on time - DO NOT wait for next troop to arrive
 - Maintain Social Distance and Wait for the previous troop to vacate before setting up
 - **ANY Council or Location specific staffing requirement violations will result in immediate loss of booth privileges**
- ◆ **SAFETY PROTOCOLS**
 - Table with Barrier is REQUIRED
 - Masks or Face Shields MUST be worn at all times
 - Troop must have hand sanitizer available on the table
 - Wipe down/disinfect frequently touched surfaces
 - Use touchless transaction procedures whenever possible.
 - Cash can be accepted using a tray or other receptacle
 - **ANY safety protocol violations will result in immediate loss of booth privileges**
- ◆ **CANCELLATIONS/NO SHOWS**
 - Booths must be canceled a minimum of 12 hours in advance
 - You MUST contact your Regional Team if you need to cancel outside of the 12 hour window
 - **ANY no shows/ghosting will result in immediate loss of booth privileges**