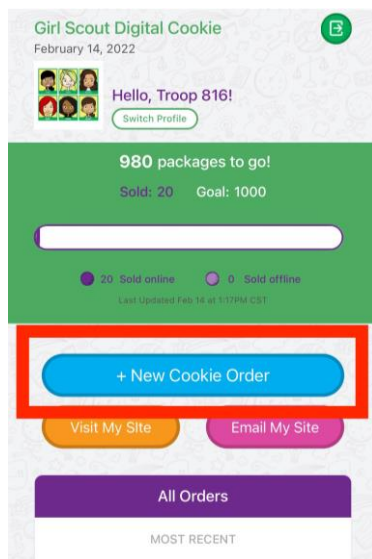
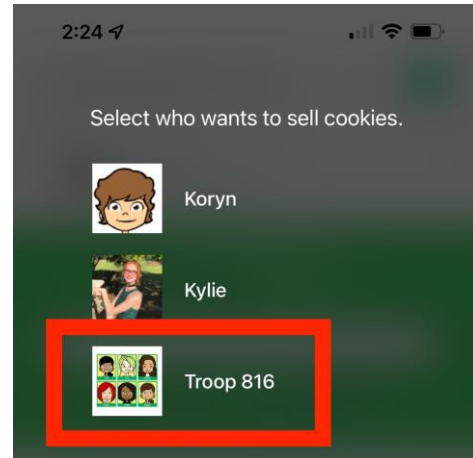


How to take credit card payments at your Booth Sale

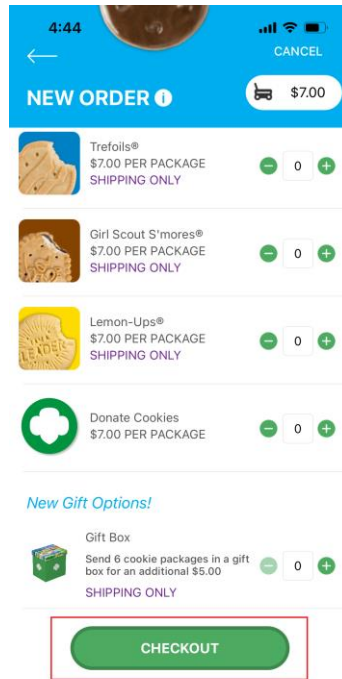
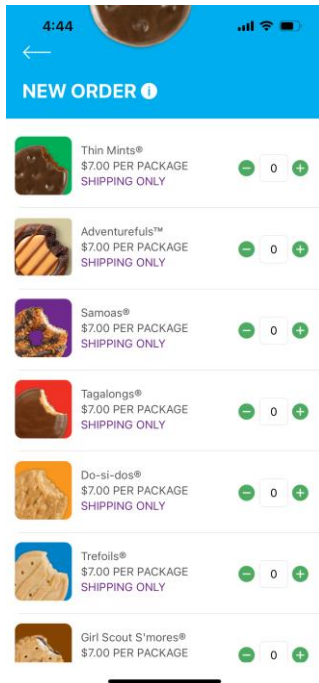
Download the Digital Cookie app onto your smartphone. The app logo looks like this:



Log-in (using the same email address & password you always use in Digital Cookie) and select which Digital Cookie site you want to use. You'll be given the option of using your Girl Scout's personal Digital Cookie site, or her Troop's site. If this is a booth sale with multiple Girl Scouts selling, you should use the Troop site.



← Click on New Cookie Order



Take the customer's cookie order, then scroll to the bottom and hit the Checkout button.



Click the "Give cookies to the customer now" toggle so that it turns green.

ASK YOUR CUSTOMER:

How would you like to get your cookies?

Give cookies to customer now **FREE**

NOT sold at a booth

Sold at a booth:

Choose Booth

Choose if you are selling cookies at a booth or not

Deliver in person later **FREE**

FREE

Subject to parent / guardian approval.

Delivery will occur within a few weeks.

Ship cookies to customer **\$12.99**

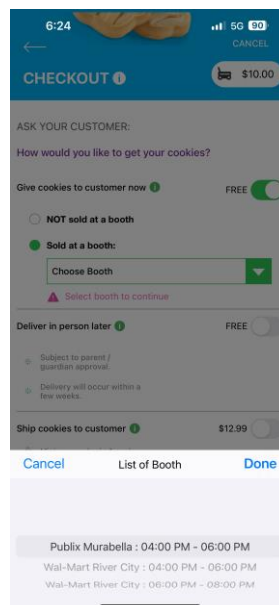
\$12.99

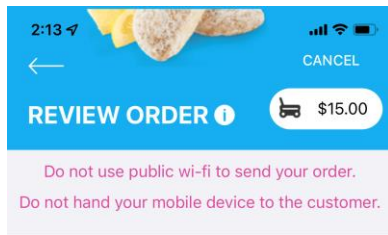
Minimum order is 4 packages.

Estimated arrival is 2-15 business days

CONTINUE

If this is a Booth Sale, select "Sold at a booth" and then select your Booth.





ASK YOUR CUSTOMER:

Which credit card would you like to use?

(Visa, Mastercard, Discover, American Express)

VISA



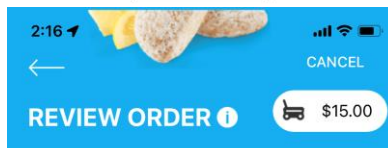
Expiration Date MONTH YEAR
11 2027

Name on credit card and contact details:

First Name

Last Name

Billing Email



Name on credit card and contact details:

FIRST NAME

Mary

LAST NAME

Smith

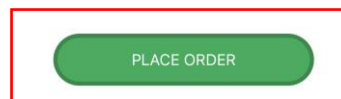
BILLING EMAIL

test@example.com

ZIP

11103


All sales are final.

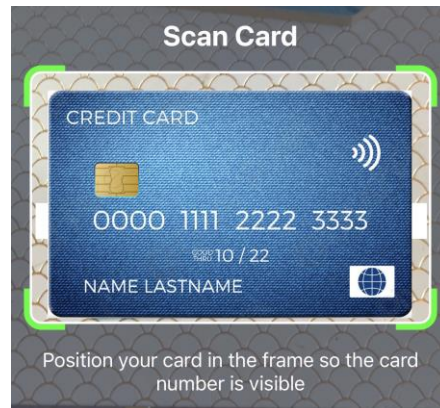


In partnership with Little Brownie
Bakers
Little Brownie
BAKERS

The credit card screen will appear. The app will advise you to use a password protected wifi network or cellular data and NOT to hand your phone to the customer.

You can either type in all of the credit card information manually, or scan the front of the credit card.

To scan the card, tap this icon  and hold your phone's camera over the card. It will look like this:



Even if you scan the card, you will still have to type out the customer's name, email, and zip code in the appropriate fields.

Once you have all of their info, hit "Place Order" and you're done!

The customer will receive a confirmation email.

Your next screen will read Thank You and will ask “Did you hand the cookies to the customer?” Hit “Yes” and you will see the order confirmation screen. You’re all done!

