

Chapter 5: Managing Group Finances

Helping girls earn and manage money is an integral part of the Girl Scout Leadership Experience. Your Girl Scout group is responsible for planning and financing its own activities with your guidance. This puts girls in charge, giving them the opportunity (with your oversight) to cooperatively set goals; manage a budget; spend responsibly; maintain records; earn social skills; and develop good marketing, entrepreneurial, math, and financial skills.

Girl Scout groups are funded by a share of money earned through council-sponsored product sale activities (such as Girl Scout Cookie sales,) group money-earning activities (council-approved, of course,) and any dues your group may charge. (This is in addition to the \$12 annual membership dues that go to the national organization.) This chapter gives you the ins and outs of establishing a group account, helping girls manage their group finances, practicing successful product-sales techniques, reviewing the safety requirements around product sales, and understanding how to collaborate with sponsors and causes.

Establishing an Account the Do's and Don'ts of Girl Scout Bank Accounts

Your group needs to set up a bank account. If you're taking over an existing group, you may inherit a checking account, but with a new group, you'll want to open a new account. This is required because there will be money to deposit such as from group dues, product sales, or group money-earning activities. Consider these guidelines when working with a group account:

Do:

- Establish a bank account within 60 days of receiving your troop number using the "Bank Account Agreement" form.
- Two unrelated registered adults, plus the CEO of Girl Scouts-Western Oklahoma, must be listed as signers on all accounts. Failure to comply could result in suspension of service. Once the account is established, have the bank mail the signature card to GSWESTOK for CEO signature (GSWESTOK will return this card to the bank). Troops should locate a bank that offers no-fee accounts for non-profit organizations. Preferred banks include Banc First, Mid First and Arvest.
- Establish the account name as consistent with Council guidelines.
 - Troop/Group – "Girl Scouts – Western Oklahoma, Inc. CST# ___ Troop/Group# ___"
 - CST – "Girl Scouts – Western Oklahoma, Community Service Team ___"
- Troops/Groups can have only one checking account.
- Community Service Teams can have one Community service team account and one Day Camp account. Both accounts will require separate financial reports.
- Any expenditures exceeding \$1,000 to any one individual or vendor within a 12 month period requires Council approval in advance of making the purchase or expense.
- Any checks or debit card transactions over \$250 require two approvals.
- A debit card can be used for purchases.
- When making purchases for a Girl Scout event, items must be purchased on a separate receipt from personal items.
- All receipts must be maintained and included in the June 30th year-end report.
- Tax exempt letters can only be used by Community service teams when purchasing supplies for Day Camp after first submitting required day camp paperwork.
- It is recommended that you reconcile your account monthly. This will make the year-end reconciliation process easier. Troop Finance reports are due to GSWESTOK office June 30th. Failure to comply will compromise your reappointment to leadership. The Fiscal year copy of the Bank statements for the beginning & ending months must accompany the report. Keep a record of

all your troop information. Managing troop funds is a very serious task and should not be taken lightly.

Don't:

- Accounts established cannot be interest bearing (this could affect the non-profit status for GS-Western Oklahoma).
- Do not set up ACH withdrawal transactions from the Girl Scout account(s). GSWESTOK is allowed to withdraw from your account for product sales and other expenses as communicated.
- Utilities associated with a meeting space (this includes, but is not limited to: electricity, gas, water, etc.) cannot be paid with Girl Scout funds. This excludes utilities related to huts.
- Do not mix household funds with Girl Scout funds or use Girl Scout funds for personal use.
- If a girl is to leave a troop/group, the funds she has earned cannot follow her. The funds should be maintained as part of the troop/group account.
- Store credit cards/accounts cannot be established beyond the Council level.
- Do not fail to complete the annual Financial Report for your troop/group or community service team. Failure to comply with these reporting procedures may compromise your reappointment to leadership.

GSWESTOK Money-Earning By Troop and Community Service Team Policy

All requests for money-earning by troops and community service teams must be submitted to the Council on forms provided by GSWESTOK. Staff shall review and approve. Money-earning projects may not be conducted during the cookie sale, the Fall Product Sale, the family partnership campaign, or during the community United Way drives. Girls and adults may not, as representatives of Girl Scouts, do fund raising for other organizations, unless it is pre-approved by the Fund Development Department. During a year, one money-raising project per troop other than cookie sale and the Fall Product Sale may be approved. There will be an exception in the case of Cadette, Senior and Ambassador Girl Scouts who sometimes need additional funds for a special project.

The volunteer should apply to the Fund Development Department at least 30 days before the activity is scheduled. Approval will be based on validity of the need for money, suitability of the project, and appropriateness of the proposed activities to the ages and abilities of the girls. See the —Money- Earning Request and Money-Earning Evaluation form. A complete report of the money-earning event, including evaluation, should be submitted to GSWESTOK within two weeks after the completion of the project.

Troops may not engage in other money-earning activities during the local United Way drives, with the exception of money being raised for individual gold awards. Money Earning Requests for Extended Trips must be accompanied by the Extended Trip Approval.

Closing a Bank Account



Unused Girl Scout money left in accounts when groups disband become the property of GSWESTOK. Prior to disbanding, the group may decide to donate any unused funds to a worthwhile organization, to another group, or for girl activities. As when closing a personal account, be sure all checks and other debits have cleared the account before you close it, and realize that you may have to close the account in person. Turn remaining funds over to a council staff member.

Money-Earning Basics

Girls earn money in two distinct ways:

- “Council-sponsored product sales” are council-wide sales of Girl Scout–authorized products (such as Girl Scout Cookies, magazines, or nuts and candy), in which members participate as part of the Girl Scout program.
- “Group money-earning” refers to activities organized by the group (not by GSWESTOK) that are planned and carried out by girls (in partnership with adults) and that earn money for the group. These activities must be approved by GSWESTOK in writing.

Girls’ participation in both council-sponsored product sale activities and group money-earning projects is based upon the following:

- Voluntary participation.
- Written permission of each girl’s parent or guardian.
- An understanding of (and ability to explain clearly to others) why the money is needed.
- An understanding that money-earning should not exceed what the group needs to support its activities.
- Observance of local ordinances related to involvement of children in money-earning activities, as well as health and safety laws.
- Vigilance in protecting the personal safety of each girl.
- Arrangements for safeguarding the money.

In addition, consider the following reminders or cautions:

- Groups are encouraged to participate in council product sales as their primary money-earning activity; any group money-earning shouldn’t compete with the Girl Scout Cookie Program or other council product sales.
- Obtain written approval from your council before a group money-earning event; most councils ask that you submit a request for approval of a group money-earning event form.
- Girl Scouts forbids use of games of chance, the direct solicitation of cash, and product-demonstration parties.
- Group money-earning activities need to be suited to the age and abilities of the girls and consistent with the principles of the Girl Scout Leadership Experience.
- Money raised is for Girl Scout activities and is not to be retained by individuals. Girls can, however, be awarded incentives and/or may earn credits from their Girl Scout product sales.
- Funds acquired through group money-earning projects must be reported and accounted for by the group, while following council procedures.

The best way to earn money for your group is to start with Girl Scout Cookie sales and other council-sponsored product sales. From there, your group may decide to earn additional funds on its own to help support a troop goal.

Helping Girls Reach Their Financial Goals

One of your opportunities as a volunteer is to facilitate girl-led financial planning, which may include the following steps for the girls:

1. **Set goals for money-earning activities.** What do girls hope to accomplish through this activity? In addition to earning money, what skills do they hope to build? What leadership opportunities present themselves?
2. **Create a budget.** Use a budget worksheet that includes both expenses (the cost of supplies, admission to events, travel, and so on) and available income (the group’s account balance, projected Cookie sale proceeds, and so on).

3. **Determine how much the group needs to earn.** Subtract expenses from available income to determine how much money your group needs to earn.
4. **Make a plan.** The group can brainstorm and make decisions about its financial plans. Will cookie and other product sales—if approached proactively and energetically—earn enough money to meet the group’s goals? If not, which group money-earning activities might offset the difference in anticipated expense and anticipated income? Will more than one group money-earning activity be necessary to achieve the group’s financial goals? In this planning stage, engage the girls through the Girl Scout processes (girl-led, learning by doing, and cooperative learning) and consider the value of any potential activity. Have them weigh feasibility, implementation, and safety factors.
5. **Write it out.** Once the group has decided on its financial plan, describe it in writing. If the plan involves a group money-earning activity, fill out an application for approval from your council and submit it along with the budget worksheet the girls created.

Remember: It’s great for girls to have opportunities, like the Girl Scout Cookie sale, to earn funds that help them fulfill their goals as part of the Girl Scout Leadership Experience. As a volunteer, try to help girls balance the money-earning they do with opportunities to enjoy other activities that have less emphasis on earning and spending money. Take-action projects, for example, may not always require girls to spend a lot of money!

Reviewing Financial and Sales Abilities by Grade Level

As with other activities, girls progress in their financial and sales abilities as they get older. This section gives you some examples of the abilities of girls at each grade level.

Girl Scout Daisies



The group volunteer handles money, keeps financial records, and does all group budgeting.

Parents/guardians may decide they will contribute to the cost of activities.

Girls can participate in Girl Scout Cookie sales and other council-sponsored product sales.

Daisies are always paired with an adult when selling anything. Girls do the asking and deliver the product, but adults handle the money and keep the girls secure.

Girl Scout Brownies



The group volunteer handles money, keeps financial records, and shares some of the group-budgeting responsibilities.

Girls discuss the cost of activities (supplies, fees, transportation, rentals, and so on).

Girls set goals for and participate in council-sponsored product sales.

Girls may decide to pay dues.

Girl Scout Juniors



The group volunteer retains overall responsibility for long-term budgeting and record-keeping, but shares or delegates all other financial responsibilities.

Girls set goals for and participate in council-sponsored product sales.

Girls decide on group dues, if any. Dues are collected by girls and recorded by a group treasurer (selected by the girls).

Girls budget for the short-term needs of the group, on the basis of plans and income from the group dues.

Girls budget for more long-term activities, such as overnight trips, group camping, and special events.

Girls budget for take-action projects, including the Girl Scout Bronze Award, if they are pursuing it.

Girl Scout Cadettes, Seniors, and Ambassadors



Girls estimate costs based on plans.

Girls determine the amount of group dues (if any) and the scope of money-earning projects.

Girls set goals for and participate in council-sponsored product sales.

Girls carry out budgeting, planning, and group money-earning projects.

Girls budget for extended travel, take-action projects, and leadership projects.

Girls may be involved in seeking donations for take-action projects, with council approval.

Girls keep their own financial records and give reports to parents and group volunteers.

Girls budget for take-action projects, including the Girl Scout Silver or Gold Awards, if they are pursuing them.

One critical task for each group, no matter what grade level, is to keep excellent records and establish a clear accounting system for all money earned and spent. As the group's volunteer, you're in charge of making sure money is spent wisely and that excellent records are kept (keeping copies of all receipts in a binder or folder), and tracking all income, too. For older girls, your job is to oversee their work, as *they* learn to keep impeccable records.

Understanding the Girl Scout Cookie Program

Did you know that the Girl Scout Cookie Program is the largest girl-led business in the country, with sales of over seven-hundred million per year for girls and their communities nationwide?

That's right. The Girl Scout Cookie sale is the leading entrepreneurial program for girls: No university has produced as many female business owners as the Girl Scout Cookie Program has.

If you have a moment, watch the latest Girl Scout [What Can a Cookie Do?](#) video for an inspiring look into just how powerful those treats—and the girls who sell them—can be.

Girl Scout cookies and other council-sponsored products are an integral part of the Girl Scout Leadership Experience. With every season of cookies, another generation of girls learn five important skills:

- Goal-setting

- Decision-making
- Money management
- People skills
- Business ethics

And most of all, girls gain a tremendous amount of confidence. It's not easy to ask people to buy something—you have to speak up, look them in the eye, and believe in what you're doing—all skills that help a girl succeed now and throughout the rest of her life.

A Sweet Tradition



It has been more than 90 years since Girl Scouts began selling home-baked cookies to raise money. The idea was so popular that, in 1936, Girl Scouts enlisted bakers to handle the growing demand.

Two commercial bakers are currently licensed by Girl Scouts of the USA to produce Girl Scout Cookies—Little Brownie Bakers and ABC/Interbake Foods—and each council selects the baker of its choice. Each baker gets to name its own cookies (which is why some cookies have two names) and gets to decide which flavors it will offer in a given year, besides the five mandatory flavors (Thin Mints, Do-Si-Dos®/Peanut Butter Sandwich, Trefoils/Shortbread, Samoa/Caramel Delights, Tagalongs/Peanut Butter Patties). For additional information on cookie varieties, including nutritional details, visit www.girlscoutscookies.org.

Product Sales: Financial Literacy and the Girl Scout Leadership Experience

Selling Girl Scout Cookies and other products (which may include nuts, candies, and magazines) give girls a chance to run a business and practice leadership skills they can use in their lives. Girls will enjoy all the benefits this important component of the Girl Scout Leadership Experience has to offer: They'll engage in planning and goal-setting (aiming to achieve their personal best), teamwork, marketing, money management (including the importance of saving for future needs), and the enduring skill of customer service. As girls grow, they will get to know their products (ingredients and calories, for example), and they design innovative and creative marketing strategies and tools. Girls will also be encouraged to share with customers how product sales help their council and their community. Volunteers can help girls develop leadership skills while they engage in Girl Scout Cookie activities by using the Girl Scout processes of girl-led, learning by doing, and cooperative learning. As they participate in product sales, girls will:

- **Discover** a strong sense of self and gain practical life skills when they create personal goals, deliver presentations, and find ways to customize a marketing plan, for example. A girl can discover a lot about herself and her values as she makes decisions about money-earning, customer-management, and so on.
- **Connect** with their group members as they set group goals and develop a list of positions related to cookie activities such as accounting manager, event planner, public relations specialist, and graphic designer. Girls can learn about their communities as they meet families, mentors, and business owners who have worked in these roles. Girls can also use the Girl Scout Cookie Program as an opportunity to talk to customers about ways to improve the community or to solicit ideas for a local take-action idea bank.
- **Take action** as they learn to map neighborhood business and other resources that can help them consider community service needs. Girls use product-sale money to make a difference in their communities, whether through a take-action project or a philanthropic donation. And don't forget: money that goes to GSWESTOK from product sales allows councils to take action by serving all Girl Scouts.

Determining Who Can Participate

All girl members (including Daisies), who take part in any number of ways (travel, camp, series, events or troop), are eligible to participate in council-sponsored product sales activities, under volunteer supervision. Your council provides learning opportunities on the procedures to follow during each sale. Your council also establishes guidelines and procedures for conducting the sale and determines how the proceeds and recognition system will be managed.

Knowing Where Proceeds Go

Your council will provide a breakdown of “how the cookie crumbles” in your council. Share this information with girls and their parents/guardians. Proceeds resulting from product sales support program activities—in fact, council-sponsored product sales are a primary way in which your council funds itself. The percentage of money to be allocated to participating groups (like yours) is determined by GSWESTOK and explained to girls and adults as part of the product sale activity orientation.

The income from product sales does not become the property of individual girl members. Girls, however, may be eligible for incentives and credits that they put toward Girl Scout activities, such as camp, travel, and Girl Scout membership dues for the next year.

Girls may earn official Girl Scout grade-appropriate awards related to product sale activities, and each council may choose to provide items such as participation patches, incentives, and council credit for event fees, camp fees, grants for travel and take-action projects, as well as materials and supplies for program activities. GSWESTOK plan for recognition applies equally to all girls participating in the product sale activity. Whenever possible, councils try to involve girls in the selection of awards and administration of money given to girls from product sales.

Using Online Resources to Market Cookies and Other Products

Girls are texting, calling, e-mailing, Tweeting and Facebooking—and those are all effective ways that girls 13 and older can promote cookie and other product sales. The following sections detail how girls can use electronic marketing, social networking, and group web sites to gather sale commitments from family, friends, and previous customers. But first, please keep in mind that girls:

- **Can market to and collect indications of interest from customers within their councils’ zip codes.** Refer prospects that come from outside council jurisdiction to GSWESTOK finder at www.girlscoutcookies.org. Family members are the exception to this rule.
- **Cannot have customers pay online** (such as through a shopping cart function on a web site the girls create). Girl Scout magazine sales are the exception to this rule.
- **Must sign the Girl Scout Internet Safety Pledge** (available at www.gsusa.org) before doing any online activities and all online activities must be under the supervision of adults.
- **Cannot expose a girl’s e-mail address, physical address or phone number to the public.** When writing e-mail messages or online announcements, girls should sign with their first name only, along with their group number or name and their council name.

For girls in fifth grade and above, have your group visit <http://lmk.girlscouts.org/>, a site addressing Internet safety for teens and tweens. Girls can even earn an online award for completing activities on this site!

Daisies: Stay Especially Safe!



Girl Scout Daisies are too young to be marketing online through their group, parent or guardian web sites, or social networking sites. For this reason, Girl Scout Daisies are allowed to send out e-mails only when working directly with an adult. Daisies and their adult volunteers use only blind e-mails or the online marketing tools provided by GSUSA product vendors on their web sites.

Contacting Prospects Electronically

Girls may use phone calls, text messages, IMs and e-mails as online marketing tools to let family, friends and former customers know about the sale and collect indications of interest. Product-related e-mail is not intended to be spam (unwanted texts or e-mails), however, so remind girls to be sure that their messages will be welcomed by the receiver.

When girls are marketing cookies online, remind them to always use a group e-mail address (such as troop457@yahoo.com), an adult's personal e-mail address, or a blind address (one that does not reveal the address to the recipient.) In addition, be sure to discuss with girls the need to treat customer e-mail addresses from current and past years—as well as phone numbers, IM addresses, Facebook accounts, and mail addresses—with respect; they are private and must be kept so.

Using Social Networks

A girl (or group of girls) over the age of 13 may work in partnership with an adult to market cookies and other products online using the social networking site (such as Facebook, Twitter, MySpace, or LinkedIn) of the adult. Social networking sites are fun, fast ways to get out an urgent message such as, "It's Girl Scout Cookie time!" Posting or tweeting such a message will get the attention of friends and family.

Before girls use social networks as a marketing tool, keep the following in mind:

- Girls must have parental permission to use social networks.
- Girls must meet age limits set by the provider, which is 13 and above in most cases, as per the United States Child Online Privacy and Protection Act and the Child Online Protection Act.
- Any use of photos requires a photo-release form signed by parents/guardians of the girls pictured and the signature of any adults pictured.
- Any use of online video sharing sites (such as YouTube), where the video is representing Girl Scouts or Girl Scout products, must follow specific requirements for that site, as well as council guidelines. Girl Scout photo release forms must also be signed by parents/guardians and any adults pictured. (In other words, this is not an easy venture, but if you and the girls are willing, it's worth the investment.)

Setting Up a Group Web Site

Groups whose girls meet age criteria (13 years or older) and have parental permission may set up a group web site or social networking site. This site must be approved by GSWESTOK, but it can be a fantastic way for girls to share information, market Girl Scout products and talk about their take-action projects.

Before you and the girls design a web site, remember that the web is an open forum for anyone, including potential predators. Documented instances of cyber stalkers make it imperative that any information that could jeopardize the safety and security of girls and adults is not disclosed on a web site. To ensure the girls' safety:

- Use girls' first names only.
- Never post girls' addresses, phone numbers, or e-mail addresses.
- Never, ever, ever post addresses of group meeting places or dates and times of meetings, events, or trips. (An adult volunteer who wishes to communicate upcoming events with families of girls should use e-mail instead of posting details on a web site, unless that site is password protected.)
- Always have a parent's or guardian's signature on a photo release form before using pictures of girls on a web site.
- Make yours a site that does not allow outsiders to post messages to the site, or make sure all postings (such as message boards or guest books) have adult oversight and are screened prior to posting live.

- Don't violate copyright law by using designs, text from magazines or books, poetry, music, lyrics, videos, graphics, or trademarked symbols without specific permission from the copyright or trademark holder (and, generally, this permission is pretty tough to get!). Girl Scout trademarks (such as the trefoil shape, Girl Scout pins, and badges and patches) can be used only in accordance with guidelines for their use. (The Girl Scout trefoil, for example, may not be animated or used as wallpaper for a web site.) Check with your council's web site for complete graphics guidelines and approvals.

Safely Selling Girl Scout Cookies and Other Products

A few other considerations will help keep girls safe:

- Volunteers and Girl Scout council staff do not sell cookies and other products; girls sell them.
- Parents and guardians must grant permission for girls to participate and are informed about the girls' whereabouts when they are engaged in product sale activities. Specific permission must be obtained when a girl intends to use the Internet for product marketing. A parent, guardian, or other adult must know each girl's whereabouts when she is engaged in product sales, and if and when she is involved on the Internet.
- Girl should be identifiable as Girl Scouts by wearing a Membership Pin, official uniform, tunic, sash or vest, or other Girl Scout clothing.
- Adult volunteers must monitor, supervise, and guide the sale activities of all age levels.
- Girl Scout Daisies (in kindergarten and first grade) may be involved in council-sponsored product sale activities, but they cannot collect money in any other way except through group dues or parental contributions.
- Girl Scout Daisies, Brownies, and Juniors must be accompanied by an adult at all times. Girl Scout Cadettes, Seniors, and Ambassadors who participate in door-to-door sales must be supervised by (but do not need to be directly accompanied by) an adult. Girls of all grade levels must *always* use the buddy system.
- Money due for sold products is collected when the products are delivered to the customer (or as directed by your council). Girls will need to know whether they can accept checks and to whom customers should write checks—find out from your council staff.
- Personal customer information should remain private. Customer credit-card information should not be collected by girls and should not be asked for on any form collected by girls.
- Girls can participate in no more than two council-sponsored product sale activities each year, and only one of these may be a cookie sale.
- A girl's physical address, social networking page address, IM name, Skype name or number, or cell number should never be revealed to anyone outside her immediate circle of family and friends. You've heard it before, but it bears repeating.
- Girls can *market* cookies and other products by sending e-mails to friends, family members, and former customers, as long as they use a group e-mail address, the address of a parent/guardian or adult volunteer, a blind e-mail address (in which the recipients cannot see the sender's e-mail address), or the online e-mail tools provided by cookie vendors. Girls 13 and older can also use a parent's/guardian's or adult volunteer's social networking site (such as Facebook, Twitter, MySpace, and LinkedIn) to do the same.
- Sales may not be *transacted* on the Internet (for example, through a site that has an electronic shopping cart), except for magazine sales. Girls can, however, receive order commitments for cookies sales via e-mail or the Internet. In other words, potential customers can relay (via e-mail or a Facebook post, for example) that, "Yes! I'd like four boxes of Thin Mints and three boxes of Shortbread cookies."
- Before beginning any cookies or other product sales with your group, refer to the cookies section of [Girl Scout Central](#) and www.girlscoutcookies.org.

Additional Group Money-Earning

Product sales are a great way to earn the funds necessary for girls to travel. If income from the product sale isn't enough, however, girls have more options available to them. Although you cannot resell products, you can offer services, such as the following:

Collections/Drives:

- Cell phones for refurbishment,
- Used ink cartridges turned in for money,
- Christmas-tree recycling.

Food/Meal Events:

- Lunch box auction (prepared lunch or meal auctioned off,)
- Themed meals, like high tea, Indian meal, Mexican dinner (depending on girls' destination.)

Service(s):

- Service-a-thon (people sponsor a girl doing service; funds go to support trip,)
- Babysitting for holiday (New Year's Eve) or council events,
- Raking leaves, weeding, cutting grass, shoveling snow, walking pets,
- Cooking class or other specialty class.

Other:

- Donated frequent-flyer miles,
- Silent auction (donations from local businesses or Girl Scout families auctioned off.)

Collaborating with Sponsors and Other Organizations

Sponsors help Girl Scout councils ensure that all girls in the community have an opportunity to participate in Girl Scouts. Community organizations, businesses, religious organizations, and individuals may be sponsors and may provide group meeting places, volunteer their time, provide activity materials, or loan equipment. The sponsor's contribution can then be recognized by arranging for the girls to send thank-you cards, inviting the sponsor to a meeting or ceremony, or working together on a take-action project.

For information on working with a sponsor, consult the Resource Development Department a GSWESTOK, who can give you guidance on the availability of sponsors, recruiting responsibility, and any council policies or practices that must be followed. Your council may already have relationships with certain organizations, or may know of some reasons *not* to collaborate with certain organizations.

When collaborating with any other organization, keep these additional guidelines in mind:

- **Avoiding fundraising for other organizations:** Girl Scouts are not allowed, when identifying themselves as Girl Scouts (such as wearing a uniform, a sash or vest, official pins, and so on), to solicit money on behalf of another organization. This includes participating in a walkathon or telethon while in uniform. You and your group can, however, support another organization through take-action projects or by making a donation from your group's account. And Girl Scouts as individuals are able to participate in whatever events they choose, so long as they're not wearing anything that officially identifies them as "Girl Scouts."
- **Steering clear of political fundraisers:** When in an official Girl Scout capacity or in any way identifying yourselves as Girl Scouts, your group may not participate (directly or indirectly) in any political campaign or work on behalf of or in opposition to a candidate for public office. Letter-writing campaigns are not allowed, nor is participating in a political rally, circulating a petition, or carrying a political banner.
- **Being respectful when collaborating with religious organizations:** Girl Scout groups must respect the opinions and practices of religious partners, but no girl should be required to take part in any religious observance or practice of the sponsoring group.

- **Avoiding selling or endorsing commercial products:** “Commercial products” is any product sold at retail. Since 1939, girls and volunteers have not been allowed to endorse, provide a testimonial for, or sell such products.