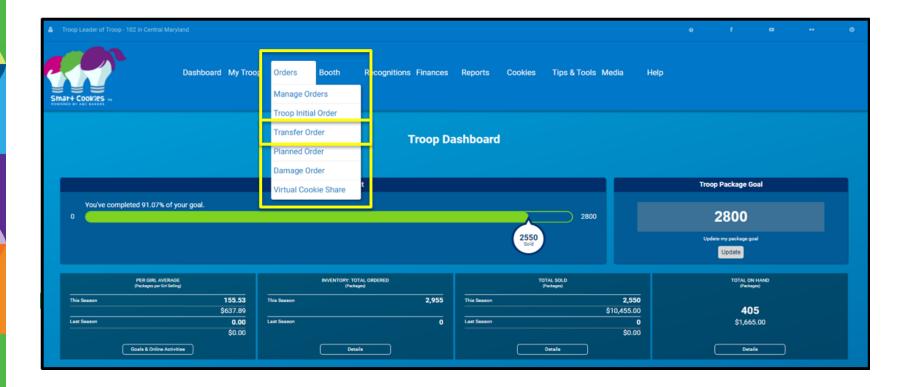# Creating a Troop to Girl Transfer Order
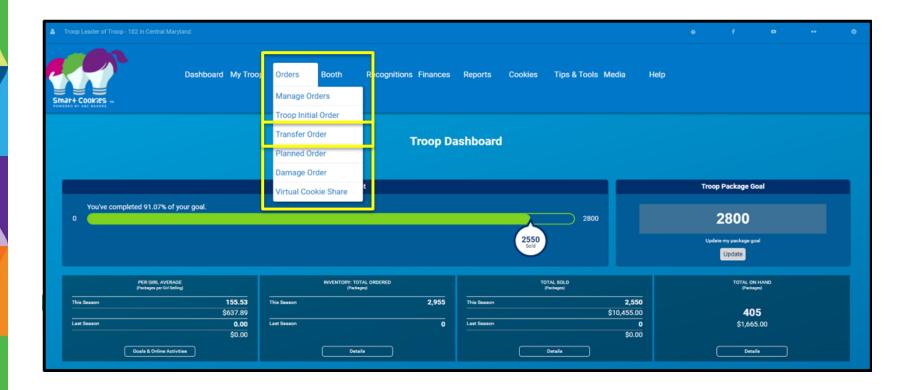
Log onto www.abcsmartcookies.com and go to Orders tab

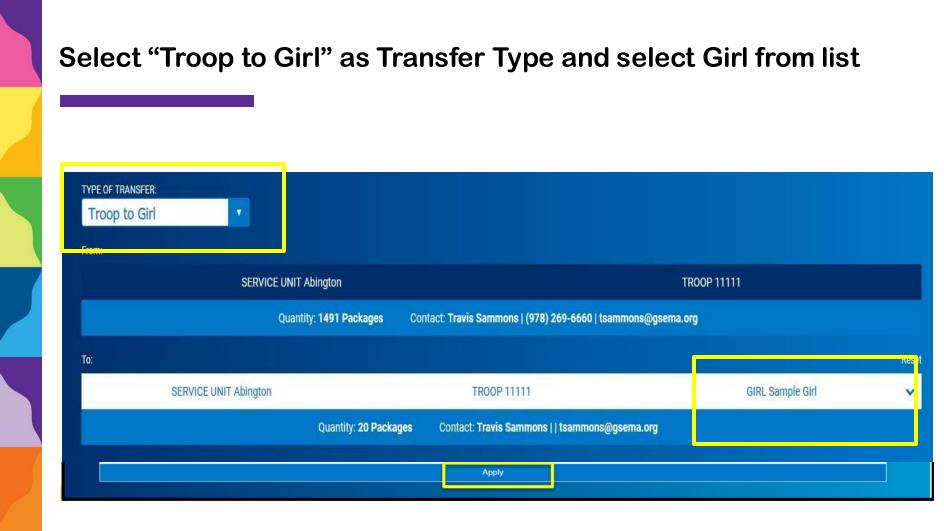# Hover over Orders tab, click on Transfer Order

Select "Troop to Girl" as Transfer Type and select Girl from list

Enter Transfer in Package Quantities

Transfer Order

TYPE OF TRANSFER:
Troop to Girl

From:

SERVICE UNIT 654	TROOP 102
Quantity: 2955 Packages Contact: Chris McDaniel || centralmaryland.troop@outlook.com	

To: Reset

SERVICE UNIT 654	TROOP 102	GIRL Shannon Gonzalez
Quantity: 500 Packages Contact: Catherine Smith	(804) 614-9999	ccas1371@gmail.com		

Clear Order		PACKAGES	BOOTHS PACKAGES
Thanks-A-Lot	$40.00	5	5
S'mores	$40.00	5	5
Lemonades	$40.00	5	5
Shortbread	$40.00	5	5
Thin Mints	$40.00	5	5
Peanut Butter Patties	$40.00	5	5
Caramel deLites	$40.00	5	5
Peanut Butter Sandwich	$40.00	5	5
Gluten Free Trios	$50.00	5	5
Totals	**$370.00**	**45**	**45**

Order Notes

"Packages" are for Shannon's Door to Door sales. The "Booth Packages" are for her Booth event this Saturday.

Save

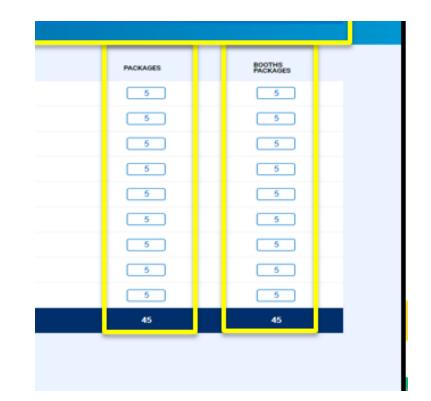# Choose correct column to enter transfer

Packages column = Cookies transferred in Packages column will move cookies from troop inventory to girl and assign financial responsibility to the girl.
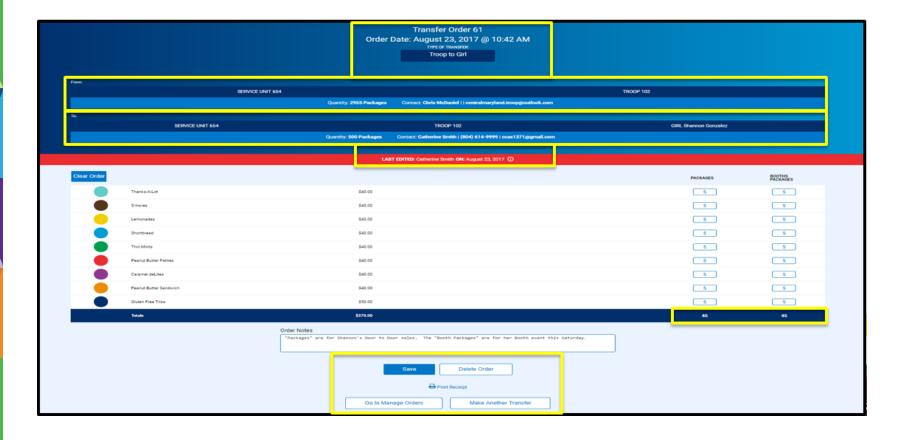
Booth Packages column = Cookies transferred in Booth Packages will **not** assign financial responsibility to the girl. Cookies are transferred from troop to girl, but assumes that money was already collected by troop at a booth.

Note: we strongly recommend that booth cookies be transferred using the Smart Booth Divider tool located under Booths>My Reservations.

Confirmation of Transfer Order

Congratulations! You are now ready to create transfers!