



USING THE SMART BOOTH DIVIDER

All physical packages sold at Booth Sales must be divided among the girls. The Smart Booth Divider feature easily assists you in distributing booth sale packages to all the girls who participated, in one simple transaction.

There are 2 options:

- **Distributing a single booth**
- **Distributing all booths at one time.**

Instructions for both methods are on the following pages.

Most troops will distribute a single booth, soon after it is over to keep girl's total sales up-to-date and troop inventory current.

It is important to note that booth cookies are credited to a girl's package sales for purposes of patches, rewards and sales totals. Booth packages do not impact her balance due to the troop.



Quick Bites

Smart Booth Divider – Single Booth

Watch this video: [Smart Booth Divider - YouTube Video](#) or follow the steps below.

Log into Smart Cookies and navigate to Booths>My Reservations. Locate the booth you will divide and click the three dots to open the menu. Click Smart Booth Divider.

DATE	TIME	PREMIUM	TYPE	STATUS	QTY SOLD	TOTAL \$
Saturday, Feb 04	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>	FCFS	Booth Details Smart Booth Divider Remove Reservation		
Sunday, Feb 26	03:00 PM - 06:00 PM	<input type="checkbox"/>	FCFS		0	0

Enter the number of packages sold by variety and click Save and Distribute Sales.

Booth Summary (Packages)

Royal Farms
1114 Rt 3 N
Gambrills MD, 21054
Saturday, February 04
03:00 PM - 06:00 PM

Total Left to Distribute: **0**

Total Distributed: **0**

Total Sold: **0**
\$0.00

You MUST distribute all the packages sold to the girls in your troop.

Clear All

CShare	ADV	TY	LEM	TRE	TM	PBP	CD	PBS	GFC
0	16	6	12	8	45	36	12	1	2

Save and Go Back | Save and Distribute Sales

Select the girls who will receive booth credit and click Continue. The packages are evenly divided by variety for each girl. Distribute any leftovers as desired between girls and click save.

Select Troop Girls

Select Girls from your Troop to distribute the cookies sold.

- Allison Thomas
- Autumn Cook
- Caitlin Blackwelder
- Maryssa Backstrom
- Moir Healy
- Natalie Shepard

Cancel | Continue

4 Girls

GIRL NAME	CShare	ADV	TY	LEM	TRE	TM	PBP	CD	PBS	GFC	PACKAGES SOLD
Allison Thomas	0	4	1	3	2	11	9	3	0	0	33
Autumn Cook	0	4	1	3	2	11	9	3	0	0	33
Caitlin Blackwelder	0	4	1	3	2	11	9	3	0	0	33
Maryssa Backstrom	0	4	1	3	2	11	9	3	0	0	33
Packages left to Distribute	0	0	2	0	0	1	0	0	1	2	6
Troop Total	0	16	4	12	8	44	36	12	0	0	132

Cookies allocated to girls using the Smart Booth Divider will be shown on the girl dashboard under Booth and will not add financial responsibility for the girl. Cookie Share packages reported on the Smart Booth divider are credited to girls as Cookie Share sales and a virtual Cookie Share order will be created for the Troop. No additional steps are required.



Quick Bites

Smart Booth Divider – Distributing All Booths

Watch this video: [Smart Booth Divider - YouTube Video](#) or follow the steps below.

Log into Smart Cookies and navigate to Booths>My Reservations. Locate a booth reservation and click the three dots to open the menu. Click Smart Booth Divider.

DATE	TIME	PREMIUM	TYPE	STATUS	QTY SOLD	TOTAL \$
Saturday, Feb 04	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>	FCFS	Booth Details Smart Booth Divider Remove Reservation		
Sunday, Feb 26	03:00 PM - 06:00 PM	<input type="checkbox"/>	FCFS		0	0

Enter the number of packages sold by variety and click Save and Go Back. Repeat for each booth reservation.

Booth Summary (Packages)

Royal Farms
1114 Rt 318
Camden MD 21054
Saturday, February 04
03:00 PM - 06:00 PM

Total Left to Distribute: 0
Total Distributed: 0
Total Sold: 0
\$0.00

You MUST distribute all the packages sold to the girls in your troop.

Clear All

CShare	ADV	TY	LEM	TRE	TM	PBP	CD	PBS	GFC
0	16	6	12	8	45	36	12	1	2

Save and Go Back | Save and Distribute Sales

Once all booth location totals have been entered scroll to the bottom of the page and click Distribute Total Booth Sales.

CShare	ADV	TY	LEM	TRE	TM	PBP	CD	PBS
0	16	6	12	8	45	36	12	1

TOTAL BOOTH SALES: \$692.00 | TOTAL PACKAGES SOLD: 138

Distribute Total Booth Sales

Select the girls who will receive booth credit and click Continue. The packages are evenly divided by variety for each girl. Distribute any leftovers between girls and click save. You can also edit allocation to each girl as desired as long as all varieties are distributed.

Select Troop Girls

Select Girls from your Troop to distribute the cookies sold. All

Search

- Allison Thomas
- Autumn Cook
- Caitlin Blackwelder
- Maryssa Backstrom
- Moirra Healy
- Natalie Shepard

Cancel | Continue

4 Girls

GIRL NAME	CShare	ADV	TY	LEM	TRE	TM	PBP	CD	PBS	GFC	PACKAGES SOLD
Allison Thomas	0	4	1	3	2	11	9	3	0	0	33
Autumn Cook	0	4	1	3	2	11	9	3	0	0	33
Caitlin Blackwelder	0	4	1	3	2	11	9	3	0	0	33
Maryssa Backstrom	0	4	1	3	2	11	9	3	0	0	33
Packages left to distribute	0	0	2	0	0	1	0	0	1	2	6
Troop Total	0	16	4	12	8	44	36	12	0	0	132

Cookies allocated to girls using Smart Booth Divider will display on the girl dashboard under Booth and will not add financial responsibility for the girl. Cookie Share packages reported on the Smart Booth divider are credited to girls as Cookie Share sales and a virtual Cookie Share order is created for the Troop. No additional steps are required.