

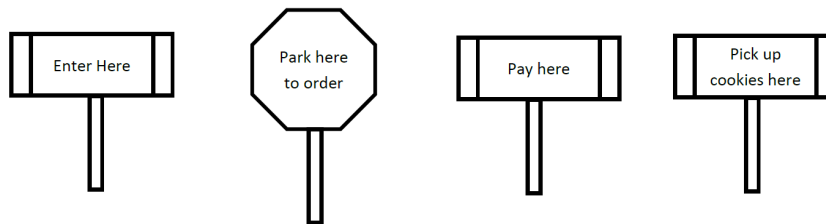
DRIVE THRU BOOTHS

How to conduct a drive through booth

Just like finding a troop secured location, you may find a location ideal for a drive through booth. This could be a business lot, an open lot or large location you could set up a driving path. Make sure it's easily accessible by car and that it can be seen from the road. This is also a great way to conduct a contact free booth. Just like a regular booth, you will need to get permission from the owner to be there, enter it into eBudde under MySales and have the booth approved before conducting the booth.

Setup

Set up your booth and mark out an area where customers should drive up to or park. Make sure you have plenty of signs or even an extra adult to help direct customers where to go.



Consider using stations to limit exposure to customers and touchpoints. Utilize the Cookies in Hand feature of eBudde.

Ratio

No more than 4 girls at drive thru booths. Girls may never approach a vehicle alone. Girls must stay behind their booth table or in a designated area away from moving vehicles. A minimum of 2 adults are required at every drive thru booth. Daisy and Brownie troops require an additional adult to stay with the girls in their designated area, while additional adults approach vehicles.

All drive thru booths must be entered into eBudde just like any other booth. Enter "Drive Thru" in the location information.



DRIVE THRU BOOTHS Safety

Safety is our number one priority. During Drive Through Booths, safety measures must be increased. Please abide by the following rules. Failure to follow the rules below could result in an unsafe environment for girls.

Ratio

- Drive through booths may need to have additional adults depending on booth setup
- No more than 4 girls are allowed to be at a drive through booth. Girls must stay behind the table, safely out of drive through traffic flow.
- Daisy and Brownie troops must have an additional adult that must remain at the table with girls throughout the duration of the booth, plus additional adults to approach vehicles.
- Additional adults should be present to take payment, distribute orders to pickup location, and to guide traffic.
- Should a girl need to leave their table for any reason, two girls (buddy system) and one adult must accompany girls.
- Junior to Ambassador may conduct a drive thru booth with 2 adults or more.

Location Guidelines

- Drive through sites must have adequate space for table setup and traffic flow.
- Drive through sites must not interfere with public traffic flow
- Drive through sites must not interfere with neighboring business parking

Location Ideas

- Mattress stores
- Paint stores
- Church parking lots
- Vacant store lots
- Banks or other businesses that are closed on Sundays

Restrictions

- Drive through booths cannot be held after dusk.
- Girls cannot approach a vehicle alone at any time regardless of age and drive thru setup



DRIVE THRU BOOTHS

Straight Drive Thru Setup



Steps

1. Cars enter lot—ensure ample space for cars waiting
2. Customer places order with adult.
3. Adult takes payment with the Digital Cookie app
4. Adult tells girls what the order is—this is a great role for an additional adult. They can communicate orders with order fulfillment center
5. Girls fulfill order
6. Adult gathers order from fulfillment
7. Adult gives customer their order—this could be contact free in trunk or back seat. Or the adult can utilize the bin technique.

Signage

- Enter
- Stop (order placement)
- Drive Forward
- Stop (order pickup)
- Exit
- Thank You
- Troop Sign
- Safety cones or improvised barrier for traffic flow and to rope off girl area

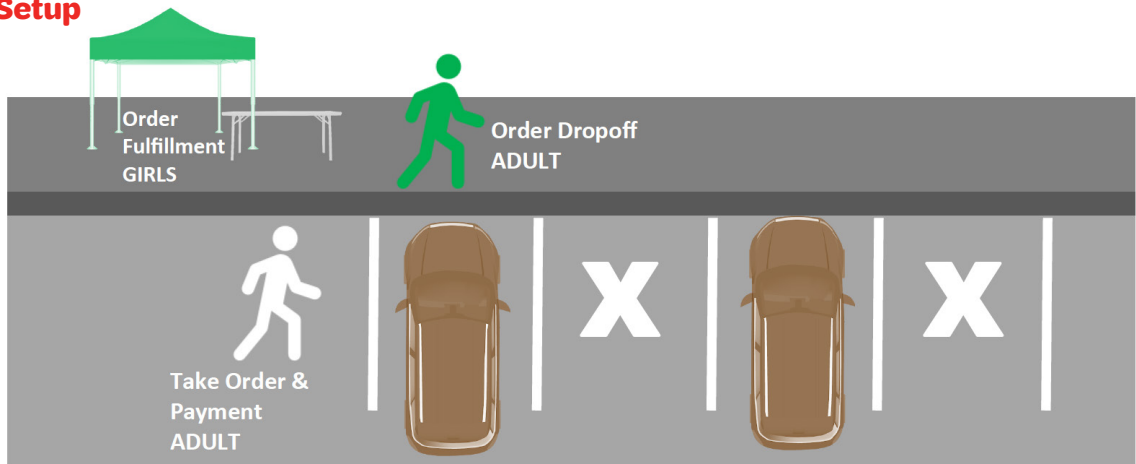
Safety

- Girls must remain in fulfillment area throughout the duration of booth
- Only adults may approach vehicles
- Additional adults must be present for Daisy and Brownie booths. 1 adult to stay with girls and 2 adults to approach cars.
- Cars must never impede traffic or busineses parking.



CURBSIDE BOOTH

Curbside Setup



Steps

1. Cars enter parking spot
2. Adult takes order or takes name for pickup
3. Adult processes payment
4. Adult brings order to girls
5. Girls prepare order
6. Adult brings order to customer

Signage

- Enter
- Park Here for Order Pickup
- Park Here to Place Order
- Thank You
- Troop Sign
- Safety cones or improvised barrier to rope off girl area

Safety

- Girls must remain in fulfillment area throughout the duration of booth
- Only adults may approach vehicles
- Additional adults must be present for Daisy and Brownie booths. 1 Adult to stay with girls and 2 adults to approach cars
 - Cars must never impede traffic or business parking
 - Mark off alternating parking spots to maintain social distancing while approaching vehicles

