Dates below are deadlines set by the Council. Some service units and troops choose to change due dates.

Be sure to set realistic deadlines for orders and money to be submitted. The girls should be given the opportunity to sell for the entire time of the sale.



Registration is required prior to all trainings. Links to each registration are below. Training dates are highlighted in yellow.

<b>SUNDAY</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
JULY <b>27</b>	JULY 28	JULY 29	JULY 30	JULY 31	1	
3	4	5	6	7	8	
**************************************	11	12	13	14	15	1
17	18	19	20	Fall Products 101 Training for New Leaders 6:30 p.m. Register here.	22	2
roop Fall Product Program Training :00 p.m. Register here.	25	Troop Fall Product Program Training 7:00 p.m. Register here.	27	28	SUBMIT FORMS DUE TO COUNCIL:*  1. Troop Product Program Manager Agreement and Policies  2. ACH Forms Submit form to info@girlscoutshs.org. Service Unit & Troop access open to M2OS.	3

# In August/September, Troop Fall Product Managers (TFPM) must:

- Attend required training provided by Service Unit Fall Product Coordinator (SUFPC) or Council and receive program materials.
- Have troop and girls registered for the 2025-2026 Girl Scout membership year.
- Train caregivers/girls and obtain a <u>Caregiver Permission</u>
   <u>Form</u> for each girl. The permission form is also located in the <u>Family Guide</u>.
- Collect and keep all signed permission forms until both the Fall Product and Cookie Programs are completed and all money is paid.
- <u>Caregiver Permission Forms</u> contain sensitive information. Please keep these in a secure location.

- Once both the Fall Product and Cookie Programs are completed and all balances are submitted in full to the Council, permission slips must be destroyed.
- · M2 Online System:
  - + Update troop contact information.
  - + Select "With Rewards" or "Without Rewards" for Cadette, Senior and Ambassador troops only. This option **MUST** be selected **PRIOR** to entering any girl orders. Once "Without Rewards" is selected, it cannot be changed for the remainder of the program.
- Familiarize yourself with the system.
- Girls will be uploaded by the Council.
- · Verify all registered Girl Scouts are listed online.

Registration is required prior to all trainings. Links to each registration are below. Training dates are highlighted in yellow.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
OCT. 31	1	2 M2 Online System Training: Starting Your Sale and Q&A 6:30 p.m. Register here.	3	4	5	FALL PRODUCT PROGRAM OFFICIALLY BEGINS. Girls begin taking orders in person & online.
7	8	9	10	11	12	TOTALLY TREFOIL Landers Center Register here.
<b>1</b> 4	15	16	17	18	19	20
21	22	FINAL DEADLINE!!!  *FORMS DUE TO COUNCIL:*  1. Troop Product Program Manager Agreement and Policies  2. ACH Forms Submit form to info@girlscoutshs.org.	24	25	26	27
28	29	30 M2 Online System Training: Entering Girl Orders and Q&A 6:30 p.m. Register here.				

Registration is required prior to all trainings. Links to each registration are below. Training dates are highlighted in yellow.

4	OCTOBER	OCTOBER 2025								
\	SUNDAY MONDAY		TUESDAY	WEDNESDAY	IESDAY THURSDAY		SATURDAY			
	28	29	30	1	2	3	4			
	5	6	7	8	Girls Submit to Troop and/or M2OS.  Nut/candy orders Reward choices (selected online or on Girl Order Summary) NOTE: Girls can continue selling all online items through 11/16/25.	START DATE: Troop Paper Order Entries into M20S.	DEADLINE: 1. Troop reward opt out in M2OS. 2. Troop Paper Order Entry. Enter nut/candy order by girl in M2OS. Troops locked out at midnight.			
	DEADLINE: Last day for Online Girl Delivery Orders.	13	START DATE: Nut/Candy delivery tickets available to troops in M2OS  Council submits Nut & Candy order to Ashdon Farms	15	16		18			
	19	20	21	22	23	24	25			
	26	M2 Online System Training: Delivery and Q&A 6:30 p.m. Register here.	28	29	Nut & Candy Items Delivered to Service Units. Girls begin delivering Nut & Candy orders.	31 Nut & Candy Items Delivered to Service Units.	Nov. 1 Nut & Candy Items Delivered to Service Units			

Troops are automatically locked out of the nut & candy ordering portion at midnight on October 11th.

Troops that have not entered their order will need to contact their SUFPC or the Council.

Registration is required prior to all trainings. Links to each registration are below. Training dates are highlighted in yellow.

NOV	NOVEMBER 2025								
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY			
OCT. 26	OCT. 27	OCT. 28	ОСТ. 29	OCT. 30  Nut & Candy Items Delivered to Service Units.  Girls begin delivering Nut & Candy orders.	OCT. 31 Nut & Candy Items Delivered to Service Units.	Nut & Candy Items Delivered to Service Units.			
2	Girls/Troops can begin requesting additional product from Council offices. Contact Customer Care at 800.624.4185 or info@girlscoutshs.org.	4	5	DIGITAL DAY: NOVEMBER 8TH Send 20 emails through the M2 of to be entered to win a 20 oz. tun qualifying, ten (10) girls will be of Sell \$20 in online sales and be er \$50 in Passport Bucks. Of those one (1) girl will be drawn to win.	ntered to win qualifying,	8 DIGITAL DAY NOV. 8 <sup>jh</sup>			
9	M2 Online System Training: Finalizing Your Sale and Q&A 6:30 p.m. Register here.	11	12	13	14	15			
Final Day for all online orders.  Girls submit payment to Troops.	Final Day for girls to select rewards online.  Troop Finalizing Reward orders online.  Troops are locked out of rewards in M2OS at midnight.  Troops needing to make additions or changes must contact their SUFPC or Council.	18	Last Day for Girls & Troops to request additional Product from Service Centers.  FORMS DUE TO COUNCIL: Troop ACH Shortage Information & Outstanding Balance All information must be submitted through the ACH Shortage link.	After 11/19 if no outstanding balance forms are submitted, the TFPM will be responsible for payments of outstanding debts owed by caregivers.	21	22			
23	ACH Payment from Troop Bank Accounts	25	26	Happy A	28	29			
30	31			—ThankSgiying					

#### PRIOR to November 17, Troop Fall Product Managers (TFPM) must:

- ${f \cdot}$  Verify totals are correct for any online nut/candy orders BY GIRL in  ${f \underline{M20S}}$ .
- · Select rewards choices BY GIRL online.
- · Deposit girl payments into troop account.
- · Check M2OS for balance due.
- Complete any <u>Outstanding Balance Forms</u> necessary; attach proper documentation, and submit through the <u>ACH Shortage Form</u>.
- M2 Online System will automatically tally proceeds and deduct from amount due to Council.

#### Mid-January 2026:

SU disperses rewards to Troops.
Troop Fall Product Managers will
distribute girl rewards to those with a
zero balance using the reward delivery
tickets from **M20S**.

Do not give rewards to girls until they have submitted full payment.

**September 4, 2026:** 

Passport Bucks expire.

