

# 2009 Troop 70 Greenery Sale INFORMATION

## Enclosed in this packet:

1. On the outside and on your individual documents, your 4-digit greenery account number. **THIS IS HOW YOU PLACE ORDERS. Pay attention to your envelope**
2. List of previous customers and sales (except new scouts; new scouts get a few prior sales from graduates in their green envelopes)
3. Street territory assignments unique to each scout. More blocks are available to anyone who needs them.
4. Sample Greenery flyers for you to personalize, copy and use. You can also download a flyer, personalize it and print copies as you need them. If you have trouble getting the flyer to download, I can email it to you.
5. 2 two-part order forms for mail-order gift wreaths.
6. Blank worksheet (2 copies provided. Make additional copies if needed, or download additional worksheets from the website.)
7. 2 color brochures with sticker indicating which 5 items we sell.

## General To Do List:

1. Call your previous customers during the week of October 6-10 (Tuesday to Saturday). This is the only time your previous customers are protected (new scouts, call your green envelope customers). All scouts may also call family members and friends during this week.
2. Beginning Sunday, **October 11**, put on your uniform and visit the residences on your street assignment list. If no one is home, leave a flyer with your name and phone number on it.
3. All customers on your street assignment list are open only to you from October 11-25, if they have not already placed an order with their previous salesperson. During the last week of the fundraiser, all streets and customers will be open to all scouts. These restrictions only apply to addresses in HP and UP. You can sell anywhere outside of that.
4. NOTE: the flyer order forms will be mailed/faxed directly to Bobbie Baxter (unless you put your address on them), and the total will be credited to you during the week they are received.
5. Submit your orders before each scout meeting **October 19, 26 and November 2** (October 12 is Fair Day; no school or scout meeting). See instructions below for submitting orders online. **ALL ORDERS MUST BE TURNED IN BY NOVEMBER 2, 2009.** The troop order is placed immediately thereafter, and then additional orders are accepted if product is available and/or the company permits an increase in our order.
6. If your customer wants to send a wreath to a friend or family member as a gift, you need the address of both the purchaser and the recipient. That is why you need the extra form filled out. On the form is a line for a brief holiday greeting. This information needs to be submitted physically on a Monday, as it will be entered directly into the website of the company in Washington State. Money for the mailed wreaths should be collected at the time the order is taken.
7. If you have questions about this process, please call **Bobbie Baxter at 214-520-2029.**

## Online Greenery Order Entry:

1. Go to **www.Troop70Greenery.com**
2. Type the password **greenpass** and click **login**.
3. You will see in purple the words "click here to view instructions." If you are a first time user, you may want to look at these, or if you "feel lucky," you can
4. Click on your name and enter your greenery account number below it and click login.
5. Next, click "NEW ORDER" and enter the information about your customer.
6. If you have *any* difficulties working with this system, please call Bobbie Baxter at 214-520-2029.

## Quotas and Commissions:

1. Your Quota: **\$500.00 minimum.** Although this is the quota, the troop cannot function and give jamboree scholarships to all boys if scouts sell the minimum. **Last year sales averaged \$940 per scout!**
2. When you reach your quota, you will be eligible for a level 1 prize. This year, we are following the theme of THE AUTHENTIC SCOUT. 2010 is the 100<sup>th</sup> anniversary of the founding of scouting in America. Therefore, many of our prizes will be official scouting items.
3. When you reach \$1000 in sales, you will be eligible for a level 2 prize.
4. If you sell more than \$1000, you will be eligible for a commission of 10% of sales over that amount.
5. Scouts selling over \$2000 will be eligible for top sales prizes in addition to commissions. These prizes will be awarded at the December Court of Honor.
6. Weekly Patrol Points will be awarded for the best overall patrol participation and team effort. Turning in your orders earlier rather than later in the fundraiser will increase your patrol participation points. Extra points will be awarded for new customers you recruit, so please **HIGHLIGHT IN YELLOW** any customers that you recruit who did not order last year.

SELL EARLY AND SELL OFTEN!!