

# TROOP FALL PRODUCT MANAGER'S GUIDE

## 2025 FALL PRODUCT PROGRAM



# Check out what's NEW this Year!

**ALL TROOPS WILL RECEIVE 20% PROCEEDS. THERE IS NO NEED TO OPT OUT OF REWARDS.**

**ALL TROOPS WILL RECEIVE REWARDS.**

- \$200 + 20 emails + create avatar + share site – personalized patch
- \$325 – small bear
- \$700 – large bear
- \$1,000 – choice of Stanley canteen, Owala tumbler, or \$50 Council Cash



**Membership Incentive for MY2027 Early Renewal (Spring of 2026)**

**Troop Requirements Tier 1**

- \$350 per troop sales in Fall Product
- Each girl sells 150 packages of cookies
- Rebate will be \$35 per girl

**Troop Requirements Tier 2**

- \$450 per troop sales in Fall Product
- Each girl sells 175 packages of cookies
- Rebate will be \$40 per girl



*Scan the QR codes to learn more!*

## DATES & DEADLINES

**September 19** – Early access for troop volunteers

**September 26** – Program begins!

**October 29** – Program ends!

**October 27, 11:59 p.m.** – Family deadline to enter in-person orders in M2. Items purchased online should not be re-entered.

**October 29, 11:59 p.m.** – TFPM deadline to enter in-person orders in M2

**October 29, 11:59 p.m.** – SUFPM deadline to enter in-person orders in M2

**November 4, 11:59 p.m.** – Family deadline to make reward choices in M2

**November 11-14** – Delivery of product to SUFPM. Your SUFPM will notify you of pickup time.

**November 28** – All monies due must be turned in to TFPM

**December 2** – Delinquent Balance Forms due

**December 3** – Council ACH sweep

**December 8-12** – Estimated delivery of rewards to SUFPM

## GETTING STARTED

- Follow the link sent to your email address the week of September 15, 2025, to access the M2 site. If you have not received your email by the end of the week, contact [customercare@girlscoutsnca.org](mailto:customercare@girlscoutsnca.org).
- Complete the M2 system training when you log in for the first time.
- Create your volunteer Avatar!
- Send the Parent/Guardian Email Blast to the families in your troop - a required step to earn your Personalized Patch!

## SNACK SACKS: DIRECT SALE OF FALL PROGRAM, CANDY AND NUTS

Girl Scout Troops and Girl Scouts can participate in the Snack Sack Program (direct sale of fall program candy and nuts) as part of the 2025 GSNCA Fall Product Program. Snack Sacks offer a new way for troops and girls to reach their customers—with products in hand during the Fall Product Program!

Troops and girls will order the bags and will pick them up the week the program starts – September 26. All Snack Sack purchases will count towards the troop and/or girl sales, with troop proceeds and girl rewards included.

**In response to your many recommendations, we are offering two bags this year for you to choose from!**

**There is a limited number of Snack Sacks available. Orders will be filled on a first-come, first-served basis. Order early!**

### SACK 1

Pecan Caramel Supremes	3	\$28.50
Chocolatey Covered Almonds	1	\$12.00
Fruit Slices	1	\$7.00
Mini Gummi Butterflies	1	\$9.00
Peppermint Bark Rounds Tin	1	\$16.00
Black Pepper & Sea Salt Cashews	1	\$10.00
Chocolatey Raisins	1	\$11.00
Taco Peanuts	1	\$7.50
<b>Total</b>		<b>\$101.00</b>

### SACK 2

Pecan Caramel Supremes	2	\$19.00
Peanut Butter Elephants	1	\$7.50
Chocolatey Covered Almonds	1	\$12.00
Spicy Cajun Mix	1	\$7.00
Mini Gummi Butterflies	2	\$18.00
Dark Chocolate Sea Salt Caramels	1	\$9.50
Chocolatey Raisins	2	\$22.00
Taco Peanuts	1	\$7.50
<b>Total</b>		<b>\$102.50</b>

## PARTICIPATION OPTIONS

**Troop proceeds are 20% of item price**

		Money Collection	Delivery to Customer
Nuts/Chocolate	In-Person	<ul style="list-style-type: none"> <li>Girls collect money from customers (TFPM decides whether at time of delivery or during initial order)</li> <li>Family/Troop enters orders into M2 by the appropriate deadline</li> <li>Girls turn in money to Troop</li> </ul>	Delivered by girls to customers
	Online Direct-SHIP	<ul style="list-style-type: none"> <li>Girls create their personalized storefront in M2 and send emails to friends and family</li> <li>Customers pay online, including the cost of shipping</li> <li>Orders are automatically credited to the girl in M2</li> </ul>	Shipped directly to the customer (1-2 weeks standard delivery timeframe after order processing. Customer will have option for expedited shipping.)
	Online Girl-Delivered	<ul style="list-style-type: none"> <li>Girls create their personalized storefront in M2 and send emails to friends and family</li> <li>Customers pay online</li> <li>Orders are automatically credited to the girl in M2</li> </ul>	Delivered by girls to customers (If a girl/family receives an online order from a customer where they will not be able to deliver the items in person, they will need to contact M2 customer service by October 29 to cancel)
Magazines	Other Items Online ONLY	<ul style="list-style-type: none"> <li>Girls create their personalized storefront in M2 and send emails to friends and family</li> <li>Customers pay online</li> <li>Orders are automatically credited to the girl in M2</li> </ul>	Shipped directly to the customer (6-8 weeks standard delivery timeframe after order processing)

## VOLUNTEER M2 ACCESS - IN DEPTH

Volunteers will receive an email invitation from M2 that explains how to access the site and get started. If you have not received an email invitation by September 15, 2025, please visit [www.gsnutsandmags.com/admin](http://www.gsnutsandmags.com/admin) and select "Forgot Password." If you need further assistance, please contact [customercare@girlscoutsnca.org](mailto:customercare@girlscoutsnca.org).

Your access email will prompt you to create a password to access your M2 Volunteer account. If you are a returning user, you can log in using your existing credentials.

You will be prompted to complete certain account information (as applicable), watch a short system training video, enter a mailing address, create your Avatar, and send the Parent/Guardian Email Blast.

You will be able to see a list of pre-uploaded girls. If you are missing any girls, please check their registration status in MyGS. If they are NOT registered for Membership Year 2026, contact Membership Services for assistance.

Participants can enter their own paper orders into their accounts through October 27, 2025. If they do not enter their orders, you will need to do so through your volunteer account.

## ADDING GIRL ORDERS IN M2

Troop Leaders must enter any in-person orders not entered by parents into M2. Leaders can enter orders after the cut-off for girls at 12:00 a.m. on October 29, 2025.

Choose Paper Order Entry from your dashboard. Click the pink pencil next to the girl's name to edit/enter orders.

### **DO NOT enter items purchased online.**

Enter her total nut/candy items by variety from her order card. Click Update. Make sure the totals match.

There is no submit button! Orders are transmitted for fulfillment automatically after the cutoff date.

## M2 TIPS

- Only order the exact number of products sold, as the product cannot be returned.
- DO NOT enter items purchased online.
- Rewards are automatically calculated. Please note that rewards will take 1-2 hours to update after adjustments have been made to products sold.

### **TROOP COOKIE REWARD**

Troops that participate in the 2025 Fall Product Program with \$1,900 in combined sales and submit a Cookie Initial Order, PGA of 250+ will receive an additional **\$0.03 per package in cookie proceeds.**

## WRAPPING UP THE PROGRAM

### **PRODUCTS**

Remember, all product is automatically submitted for fulfillment! There is no "submit" button!

Coordinate with your Service Unit Fall Product Manager to pick up your troop's products.

Print a delivery ticket for each girl's order from your dashboard. After you have delivered the items to each girl, have their parent count & inspect each item, then sign the delivery ticket for your records.

### **REWARDS**

Girls must make their rewards selections online by November 5.

Any selections not made by November 5 will automatically be selected as the default item.

Reward deliveries will be coordinated with your Service Unit Fall Product Manager.

### **DELIVERIES**

Troops should make sure their girls coordinate delivery of product with their customers. Happy customers equal return customers!

Girls will have an online report of orders with email addresses and phone numbers of their customers.

Participants may contact customer service for additional customer information if necessary for delivery.

## CARE TO SHARE PROGRAM

The Care to Share Program is a great way for customers to give back to the community! Girls collect donations (in \$6 increments) and GSNCA will take care of delivering the product! Each donation is credited to the girl's sales and the troop receives 20% in proceeds of the total donations sold. Girls earn the Care to Share patch by receiving 5 or more donations.

All product donations will support Hometown Heroes—our local first responders, veterans, active military, and front-line workers that help keep our communities healthy and safe.

## VOLUNTEER PERSONALIZED PATCH

Troop Fall Product Managers who create M2 avatars and meet the criteria below will earn a patch with their very own virtual likeness on it!

**Volunteers:** Create your avatar, [send the Parent/Guardian Email Blast](#), and reach \$1,900 in total Troop sales!

## TROOP BANKING

Troops must have a bank account. Contact [kseizer@girlscoutsnca.org](mailto:kseizer@girlscoutsnca.org) for additional details or assistance.

Deposit all cash into your troop bank account and keep all receipts!

Amount owed to Council will be deducted via an ACH debit on December 3, 2025. Amount due is calculated automatically in M2.

Find balance due by clicking the “Banking and Payments” link on your troop dashboard. You will see an overview of all sales and proceeds information for your troop. The “Reports” link shows even more detail. View the Troop Orders Report or download your troop's delivery ticket and toggle on financial information for another view.

### SERVICE UNIT FALL PRODUCT MANAGER

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## FREQUENTLY ASKED QUESTIONS

**Q: My girls are attempting to register and get a “Campaign is Currently Unavailable” message.**

**A:** Girls cannot begin online registration until the program start date, September 26, 2025.

**Q: I entered the email address to send access notifications to the girls in my Troop, but they haven't been sent; it says “Queued for Sending.” How long does it take to send?**

**A:** Access emails will not be sent to the participants until the launch date of the sale. Emails can take up to 24 hours to send.

**Q: I am a Volunteer and have a daughter participating. Can I use the same email address for my Volunteer and Girl accounts?**

**A:** Yes! You will be notified upon login as to which account you are signing on to. Volunteer accounts are accessed at [www.gsnutsandmags.com/admin](http://www.gsnutsandmags.com/admin), and girl accounts are accessed at [www.gsnutsandmags.com/gsnca.org](http://www.gsnutsandmags.com/gsnca.org).

**Q: One of my girls received an online girl-delivered order that the family is unable to deliver. How do I remove it?**

**A:** The parent/guardian (or customer) will need to contact M2 Customer Service to have the order canceled and removed from the system. This cancellation MUST be completed before the program end date, October 29, 2025.

## ADDITIONAL QUESTIONS?

For questions regarding specific Council-related details, contact your Service Unit Fall Product Manager or GSNCA.

For questions regarding the M2 storefront or other general program questions, contact M2 Customer Support!

### GIRL SCOUTS OF NORTH-CENTRAL ALABAMA

[girlscoutsnca.org](http://girlscoutsnca.org)  
[customercare@girlscoutsnca.org](mailto:customercare@girlscoutsnca.org)  
800.734.4541

### M2 CUSTOMER SERVICE

[question@gsnutsandmags.com](mailto:question@gsnutsandmags.com)  
800.372.8520