

2022 POPCORN SALE LEADER GUIDE



BOY SCOUTS
OF AMERICA

CALIFORNIA INLAND EMPIRE COUNCIL

in partnership with

CAMP MASTERS
GOURMET POPCORN

CONTENTS

Learn With Popcorn	3
Important Contacts	4
2020 Product Selection	5
Key Dates	6
Leading Your Unit	7
Unit Kernel Checklist	8
Getting Started	9-10
How Much Popcorn to Sell	11-12
Annual Program Planner	13
Commissions	14
Prizes	15
Register Your Scouts	16-19
Storefront Recruiting	20
Storefront Code of Conduct	21
Stater Bros. Show & Sell Scheduling	22
Your Popcorn Kickoff	23
Camp Masters App	24
Accepting Credit Cards	25
Take Orders on the Go	27-28

LEARN WITH POPCORN

You've likely heard many times that *"it's not about selling popcorn, it's supporting Scouting."* But what does this mean? And how does it impact each individual Scout?

Scouting is here to help children become ethical adults that make good decisions and popcorn serves an important role in this mentorship. It's a learning activity, just like any other, designed to build important skills towards this goal. Specifically:

Association with Adults

Kids are sometimes shy or fearful around adults, even ones they know. For most, this does resolve itself as they age. They gain the opportunity for exposure and practice communicating with adults by participating in the popcorn sale. They build the confidence that will make future things like college essays, job interviews and talking to their boss so much easier. It sounds like a simple interaction, but it's a way for them to overcome a tough barrier and learn how to navigate an adult-run world.

Salesmanship and Entrepreneurship

Learning to set and reach goals through action helps Scouts develop important business skills. They learn how to best represent themselves and persuade others. In the future, they can use these tools to gain funding for a revolutionary business idea or be a strong team leader within their organization.

Grow and Sustain Scouting

Scouting is not just an activity, but also a future career path. The mission of the organization needs strong leaders to carry the mentorship and impact forward into future generations. Everything they learn by participating prepares them to teach others what they know in Scouting or whatever future career they choose. Popcorn also brings Scouting to the attention of many others who may not be familiar with all that Scouting has to offer.

Fund Membership and Activities

And of course, popcorn funds all the amazing activities in their Scouting program.

IMPORTANT CONTACTS

Gray Arrow District

Isabel Salas
District Kernel
is196813@yahoo.com

Frank Solla
District Director
frank.solla@scouting.org

High Desert District

Kalen Matson
District Kernel
kalenmatson@gmail.com

Frank Solla
District Director
frank.solla@scouting.org

Mt. Rubidoux District

Cheryl Lee
District Kernel
Leecheryl8@aol.com

Jordan McCandless
District Executive
Jordan.mccandless@scouting.org

Old Baldy District

Michael Busch
District Kernel
lsshooter@aol.com

Patrick Willard
District Executive
patrick.willard@scouting.org

Sunrise District

Tahquitz District

Tim Long
District Director
Tim.long@scouting.org

Temescal District

Erika Haro
District Executive
Erika.haro@scouting.org

Council

Beverly Gruendner
Council Kernel &
Council Admin
Beverly.Gruendner@scouting.org

Brian Galleano
Assistant Council Kernel
briangalleano@gmail.com

2022 PRODUCT SELECTIONS

2022 CIEC Products



All items with chocolate available for ordering after 9/30



Trio Tin



Cheesy Cheese Tin



Chocolate Drizzled



Supreme Caramel



Salted Jumbo



Trail Mix Bag \$25

Peanuts, Raisins, Dried Cranberries, Almonds, Cashews & Chocolate Candies



Kettle Corn RTE Tin \$20

Virtually hull-less Kettle Corn



Cinnamon Crunch Bag \$20

Lightly Sweet Cinnamon Caramel Corn



White Cheddar Cheese Bag \$20

White Cheddar Cheese Popcorn



14 Pack Roasted Summer Corn MW \$20

Tastes like Buttery Corn on the Cob



12 Pack Kettle Corn MW \$20

Sweet & Salty



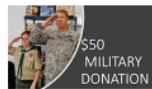
Purple Popping Corn Jar \$15

Virtually Hull-less, Industry leading packaging innovation

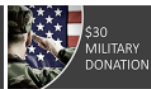


Caramel Corn Bag \$15

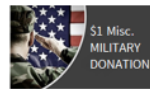
Gourmet Caramel Corn



\$50 MILITARY DONATION



\$30 MILITARY DONATION



\$1 Misc. MILITARY DONATION

Military Donation Options \$50 & \$30



POPCORN KEY DATES

DATE	LOCATION	TIME	
July 10-13	Signup.com	TBD	Stater Bros Site Selection
July 22	CampMasters.org	10:00 PM	Show & Sell Orders Due
Aug 1	CampMasters.org		On-line Sales Begin
Aug 11 & 12	Delivery Only	TBD	Show & Sell Delivery
Aug 13		TBD	Show & Sell Distribution
TBD	CampMasters.org	By 10:00 PM	Mid-Sale Order
TBD	Council Office	TBD	Mid-Sale Distribution
Sept 13	Council Office		First Check Deposit
Oct 3 - 6	Council Office	Mon-Thurs 8:30 AM – 5:00 PM SAT: 9:00 AM – Noon	Show & Sell Returns (Full Cases Only) Final Payments Due with Returns
Oct 07	CampMasters.org	by 10:00 PM	Take Orders Due
Oct 12	Council Office	8:30 AM – 5:00 PM	All Payments Due NO RETURNS AFTER THIS DATE
Oct 24-28	Council Office	Wed-Fri: 8:30 AM – 5:00 PM SAT: 9:00 AM – Noon	Take Order Distribution
Nov 9			All Sales End
Nov 15	Council Office	by 9:00 PM	All VIP / High Achiever Prize Forms Due
Dec 3	TBD	TBD	Spin & Win Party

LEADING YOUR UNIT

The Popcorn Kernel oversees operations of the Unit's popcorn sale. This is an important leadership role within the Unit. The Popcorn Kernel ensures distribution, promotion, reporting and payments for Unit's entire sale period. They also work closely with their Unit committees and District Popcorn Kernel.

The best part is leading their #PopcornSquad in the Unit's goals for the sale. This includes:

- ★ Encouraging Scouts to Earn Their Way
- ★ Developing the Overall Sale Strategy for the Unit
- ★ Establishing Relationships with Community Businesses
- ★ Helping Parents Support Their Scout
- ★ Guiding the Unit's Progress to Their Sales Goal
- ★ Gathering and Distributing Important Information
- ★ Running Logistics for Product and Sales Earnings
- ★ Rewarding Scout Efforts with Great Prizes
- ★ and Hosting an EPIC Unit Kick-Off Celebration

Your #PopcornSquad includes *(based on your Unit and District Size):*

- ★ District Popcorn Kernel - Your right-hand in all things popcorn
- ★ Unit Committee Members - Helping you develop the plans and budgets
- ★ Assistant Popcorn Kernel - Your left-hand in all things popcorn
- ★ Kickoff Kernel - Your party planning partner
- ★ Show-N-Sell Kernel - Your logistics coordinator (preferably with a truck!)
- ★ Pickup Kernel - Your warehouse watchdog for product inventory
- ★ Prize Kernel - Your fun-lovin' prize patrol buddy
- ★ Communications Kernel - Your social media / email master, spreading popcorn love

As exciting as these position titles are, people tend to be more receptive when asked to execute a specific task, not just serve a role in the popcorn sale. **When asking for help, be sure to say what you specifically NEED help with and how much time you think it will take them.**

For example, instead of: Hey Sarah, will you volunteer as Kickoff Kernel this year?
Ask: Hey Sarah, your creativity and crafting skills are top notch. Would you help me with decorations and games for the Popcorn Kickoff? I'm thinking it will take us about 5 hours in planning and decorating day of, plus whatever time you'd estimate for creating them.

UNIT KERNEL CHECKLIST

My Popcorn Squad

District Kernel

Phone_____

Email_____

Assistant Kernel

Phone_____

Email_____

Kickoff Kernel

Phone_____

Email_____

Show-N-Sell Kernel

Phone_____

Email_____

Pickup Kernel

Phone_____

Email_____

Prize Kernel

Phone_____

Email_____

Communications Kernel

Phone_____

Email_____

- Attend Popcorn Trainings
- Plan Annual Scout Program (w/ Unit Committee)
- Review Commission Structure & Prizes
- Determine Additional Unit Prizes
- Set Budget for Program
- Recruit Your #PopcornSquad
- Update Scout Roster (w/ Membership Chair)
- Direct Scouts to Self-Register or Update Bio
- Determine Per-Scout Fundraising Goal
- Secure Storefronts (as / where possible)
- Create Unit Timeline for Popcorn Sale
- Establish Guidelines for Popcorn Pickup / Returns & Money
- Confirm Show & Sell Locations & Times
- Prepare / Update COVID-19 Guidelines
- Place Unit Popcorn Order
- Host Unit Kickoff Meeting
- Prepare and Distribute Handouts
- Share Tips & Ideas for Selling Popcorn
- Provide Selling Incentives & Games for Scouts
- Coordinate Pick-Up / Drop-Offs
- Encourage Scout & Parent Participation
- Share Selling & Marketing Strategies
- Help Scouts Share Their Online Selling Link
- Place Final Popcorn Order
- Order and Distribute Prizes
- Remit Product Payments to Council
- Contact District Kernel as Needed for Assistance
- Celebrate!

GETTING STARTED

Planning Strategies:

- Start early and plan well. Set individual and unit goals.
- Determine the type of sale your unit will conduct. (Show & Sell, Taker Order, Online Sales)
- Make the sale fun. Reward your Scouts by developing a Top Salesman program. This is in addition to the prize program if you are participating in this option.
- Train your Scouts on how to sell. Involve parents whenever possible.

Selling Strategies:

- Have each Scout make a list of potential buyers.
- Generate re-orders by telephoning last year's customers first.
- Have your Scout sell to friends, neighbors, and relatives first.
- Have parents take order forms to work.
- Consider sales to companies. (Its tax deductible and shows their support of the community)

Product Strategies:

- Sell all products to maximize profits.
- Maximize profits by emphasizing multiple sales.
- Sell at community events, stores, etc.
- Set up a Blitz Day.
- Have extra product on hand for reorders.

Online Order Sales:

Scouts can reach friends and family anywhere/anytime by sharing their Scout Account vial email and Social Media. Units that participate with online sales notice that an average online sale is \$30.

- Sign up/register your Scouts for their personalized "Scout Account" at www.campmasters.org (go to page 16 of this guide).
- Online Sales start on Saturday, August 1st and end Wednesday, Nov 9th.

Take Order Sales:

Scouts take the order form door-to-door to secure the customers orders. Units, which utilize this sale, find that the customer is more likely to order more.

- Attend the Unit Leader Training.
- Pick-up "take order" forms at the Council Office or download from www.ciecpopcorn.org.
- Distribute "take order" forms to all Scouts in your unit.
- Set the date that all "take order" forms are to be returned back to you.
- Check with the Scouts weekly to see how they are progressing. Find out if they need more forms.
- Call the Scouts to remind them that the forms are due to you. Give yourself two days to complete the unit order form.
- If your unit is also running Show & Sell, fulfill Take Orders with any unsold popcorn.
- Input the order online by 9:00 PM Friday, October 7th.
- Payment for the popcorn is due when your popcorn is picked up on Monday-Friday, Oct 24-28.

GETTING STARTED continued

Show & Sell:

Your unit consigns popcorn from California Inland Empire Council and then sells the product directly to the customer. Several units find this type of sale the best as it puts the actual product in front of the customer and the money is collected on the spot. In addition, many units sell popcorn in front of retail stores including grocery, home improvement, and at community events such as a school open house, after Sunday religious services or community festivals. It attracts the impulse buyer.

- Attend the Unit Leader Training.
- The unit popcorn kernel meets with the committee and determines the amount of popcorn the unit would like to sell prior to the conclusion of the "Show & Sell" portion of the sale.
- The unit kernel inputs online by 9:00 PM Sunday, July 22nd.
- Payment: 70% of the Show & Sell order retail sale amount, split evenly between two checks, is required when your unit receives their popcorn. The first check will be deposited on September 13th. The second check will be deposited on October 12th.
- The popcorn is picked up is on Saturday, August 13th or Delivered on August 11th – 12th (restrictions apply to delivery option).
- Unsold popcorn must be returned during or before October 3rd – 6th at the Council office. Unsold popcorn should be applied to your take orders. All returns must be undamaged and in full cases of the same item. Partial cases will not be accepted.
- **If you order too much Show & Sell products, early returns are acceptable and encouraged.**
- Classic Trail Mix , Purple Popping Corn Jar, Kettle Corn Tin and are not returnable.

2022 Delivery Pricing TBD
Contact Anastasia Leveck at
anastasialeveck@gmail.com

***Don't have the time
or resources to pick
up your popcorn
order?***

Have it shipped.

***Questions? Contact
the Council office for
additional details.***

\$50.00 Surcharge for Mountain towns
Delivery to Residence with a 2-4-hour window,
Liftgate Service to bring pallets to ground/driveway (Depending on conditions)



BEST DELIVERY LLC
1-888-981-4000 Dispatch@BestDelivery.com
9108 Pittsburgh Rancho Cucamonga CA 91730

Best Delivery LLC **Best Delivery LLC**

CIECPOPORNDELIVERY2019

HOW MUCH POPCORN TO SELL

The mission behind the unit program planning philosophy is to help Scouting units fulfill their Scouts need for adventure and deliver on this promise. Units that operate under an annual program plan, that their Scouts help construct, are proven to be more successful and make a more profound impact on the lives of their members. We promise Scouts the most exciting adventures they can imagine, and we had better be prepared to make it happen. How do you get buy-in and commitment from your unit's families when it comes to annual programming and fundraising needs? Your answer to this question is the key factor to the level of success your Scouting program will enjoy.

Brainstorming Ideas to Get You Started - The unit might plan and fund some of the following:

Program Ideas:

Summer Camp
Cub Scout Council Events
Monthly Unit Activities
Pinewood Derby
Patrol/Den Activities

Other Considerations:

BSA Registrations & Life Magazine
Meeting Supplies/Awards & Recognitions
Den/Patrol Expenses/Training Courses
Unit Equipment
Uniforms/Personal Camping Equipment
Assistance for Low-income Scout Families

Once there are several ideas under consideration, filter them to allow the most realistic ones to surface. Be cautious not to discount Scouts ideas. Provide them with enough information to decide which are going to work best in creating their best program year.

Next, add key dates to a unit calendar that will be shared with Scouts and parents. Be sure to account for vacations, holidays and other school functions.

You now know what you're doing and when. It's time to budget! You can use the planner to help you organize activities and determine your fundraising goal.

Scouting teaches Scouts to earn their way, and an organized popcorn sale helps them learn to plan and meet their goals. Studies show your Scouting families appreciate a well-planned sale that helps them coordinate it within their already busy lives.

Show them how the Unit and Scout sales fund the planned activities within the program. Present them with a clear fundraising goal and offer an approach that allows them to achieve their goal.

A little time spent organizing now, means more participation and success in the fall!

Sample Orders for Show and Sell

Example Order \$5000 in Retail

\$5,000 Retail Value	\$\$ per Item	Case	Total Items		\$\$ per Case	Retail
Cheesy Cheese Tin (1)	\$40	3	3	@'	\$40	\$120
Supreme Caramel Tin (8)	\$25	3	24	@'	\$200	\$600
Trail Mix Bag (8)	\$25	3	24	@'	\$200	\$600
Kettle Corn Tin (8)	\$20	4	32	@'	\$160	\$640
White Cheddar Bag (8)	\$20	2	24	@'	\$160	\$320
Microwave Roasted Summer Corn (8)	\$20	4	32	@'	\$16	\$640
Microwave Kettle Corn (8)	\$20	3	24	@'	\$160	\$480
Puple Popping Jar (6)	\$15	2	12	@'	\$90	\$180
Caramel Corn Bag (12)	\$15	8	96	@'	\$180	\$1440

Total **\$5,020**

70% payment to be brought at pickup =	\$3,514.00
Your unit profit will be at least =	\$1506.00

Example Order \$15,000 in Retail

\$15,000 Retail Value	\$\$ per Item	Case	Total Items		\$\$ per Case	Retail
Cheesy Cheese Tin (1)	\$40	10	10	@'	\$40	\$400
Supreme Caramel Tin (8)	\$25	8	64	@'	\$200	\$1600
Trail Mix Bag (8)	\$25	10	80	@'	\$200	\$2000
Kettle Corn Tin (8)	\$20	12	96	@'	\$160	\$1920
White Cheddar Bag (8)	\$20	8	64	@'	\$160	\$1280
Microwave Roasted Summer Corn (8)	\$20	12	96	@'	\$160	\$1920
Microwave Kettle Corn (8)	\$20	10	80	@'	\$160	\$1600
Puple Popping Jar (6)	\$15	4	24	@'	\$90	\$360
Caramel Corn Bag (12)	\$15	22	264	@'	\$180	\$3960

Total **\$15,040**

70% payment to be brought at pickup =	\$10,525.00
Your unit profit will be at least =	\$4,515.00

COMMISSIONS

Show & Sell | Take Order Commissions

TIER 1 - \$0 - \$14,999	27%
TIER 2 - \$15,000 - \$24,999	30%
TIER 3 - \$25,000 - \$34,999	32%
TIER 4 - \$35,000	35%
Opt-Out of Prize Program +3%	
Maximum Possible Commission 38%	

Online Sales Commission

TIER 1 - \$0 - \$14,999	25%
TIER 2 - \$15,000 - \$24,999	27%
TIER 3 - \$25,000 - \$34,999	29%
TIER 4 - \$35,000	32%
Opt-Out of Prize Program +3%	
Maximum Possible Commission 35%	

PRIZES



TOP 75 selling Scouts will earn their chance to Spin the Wheel!

Fun-filled event with food, prizes, & recognition of the top achievers of the 2022 California Inland Empire Council popcorn sale.

1. Registered Scouts who are in the top 75 in sales and sell at least \$3,000 in total sales qualify for 1 spin per \$1,500 sold.
2. Limit one (1) entry per Scout. **ABSOLUTELY NO COMBINING OF ORDERS WILL BE ALLOWED.**
3. Scout must be present to spin.

TOP Sellers Sports Package to be determined!

IN ADDITION to these incentives, CAMP MASTERS offers High Achiever Prizes to recognize Scouts Popcorn Sale efforts.



SELL \$400+ ONLINE
GET A \$10 AMAZON
GIFT CARD



SELL \$3000+ TOTAL
GET 5% BACK ON A
VISA DEBIT CARD



OR THIS CAMPER PKG
Tent, Grilling set, Hammock, Cooler
Chair Backpack, Camp Stove,
Bluetooth Speaker & Lantern

Scholarship Replacement Program: 6% VISA Debit Card of Total Sales for as long as the Scout participates in the Popcorn Sale. (Only for previous Trails Ends Scholarship Scouts. This option replaces the Camp Masters High Achiever Prize Option.)

REGISTER YOUR SCOUTS

UNIT LEADERS: Scouts must be registered in the CAMP MASTERS system to receive sales!

Step One: Log in to the CAMP MASTERS system and click "Setup / Invite Scouts."

Dashboard

2020 Fall Popcorn Sale

Jason Sieg | Troop 313
Demo Council | Demo District Anytown

To Do:

- Submit your Unit Commitment Form
- There are 11 Unordered Scout Take Orders
- There are 2 Open Unit Orders

Links:

- Manage Unit Information
- Setup/Invite Scouts
- Setup/Import Scouts
- View Scout Online Sales
- View Unit Invoice
- Order Prizes
- Edit Your Profile
- Reset Password

Show-N-Sell Start: 2/25/20 - Due: 8/7/20
Unit Kickoff 6/13/20
Returns Due 10/01/20 by 3:00pm

- View Product Listing
- Place Unit Order
- View Unit Orders
- Award Scouts Credit

Take Order Start: 3/2/20 - Due: 10/23/20
Returns due 10/20/20 by 3:00pm
Payments due to Council 11/1/20

- View Product Listing
- Place Unit Order
- View Unit Orders
- View Scout Take Orders
- Place a Scout Take Order

The list of current Scouts registered in your Unit will be displayed.

Demo Council | Demo District Anytown | Troop 313 > Users

INFO USERS

+ Add User Remove Send Sign-On Link Layouts Export to Excel Export to PDF

<input type="checkbox"/>	Type	Key Code	First Name	Last Name	Phone	Email
<input type="checkbox"/>	Leader		Jason	Sieg	(214) 608-3499	pkp25@yahoo.com
<input type="checkbox"/>	Scout	D9YW	Jacob	Smith	(555) 555-5555	Troop313Jacob@scouting.org
<input type="checkbox"/>	Scout	D9ZJ	Jeff	Hawkins	(214) 366-3455	wayne1965@gmail.com
<input type="checkbox"/>	Scout	D9ZH	Jill	Smith	(888) 888-8888	jillsmith@gmail.com
<input type="checkbox"/>	Scout	D9Y7	Max	Franklin	(214) 608-3499	troop313max@demo.com
<input type="checkbox"/>	Scout	D9YX	Max	Sieg	(812) 347-3505	jason@yahoo.com
<input type="checkbox"/>	Scout	D9Y9	Ryan	Franklin	() -	Ryno23@yahoo.com

Page 1 of 1 (7 items) < 1 > Page size: 25

Copyright © 2020 Camp Masters. Time Zone: (UTC-05:00) Eastern Time (US & Canada) | V: 20200508.1

REGISTER YOUR SCOUTS

Step Two: Remove any Scouts no longer in your Unit by clicking the box to the left of their name(s). And then selecting “Remove” from the menu above.

Demo Council | Demo District Anytown | Troop 313 > Users

INFO USERS

+ Add User Remove Send Sign-On Link Layouts Export to Excel Export to PDF

<input type="checkbox"/>	Type	Key Code	First Name	Last Name	Phone	Email
<input type="checkbox"/>	Leader		Jason	Sieg	(214) 608-3499	pkp25@yahoo.com
<input type="checkbox"/>	Scout	D9YW	Jacob	Smith	(555) 555-5555	Troop313.Jacob@scouting.org
<input checked="" type="checkbox"/>	Scout	D9ZJ	Jeff	Hawkins	(214) 366-3455	wayne1965@gmail.com
<input checked="" type="checkbox"/>	Scout	D9ZH	Jill	Smith	(888) 888-8888	jillsmith@gmail.com
<input type="checkbox"/>	Scout	D9Y7	Max	Franklin	(214) 608-3499	troop313max@demo.com
<input type="checkbox"/>	Scout	D9YX	Max	Sieg	(812) 347-3505	jason@yahoo.com
<input type="checkbox"/>	Scout	D9Y9	Ryan	Franklin	() -	Ryno23@yahoo.com

Page 1 of 1 (7 Items) < 1 > Page size: 25

Copyright © 2020 Camp Masters. Time Zone: (UTC-05:00) Eastern Time (US & Canada) | V: 20200508.1

Step Three: For the remaining Scouts, make sure their contact information is correct. Then select them by clicking the box to the left of their names. And then select “Send Sign-On Link”.

Demo Council | Demo District Anytown | Troop 313 > Users

INFO USERS

+ Add User Remove Send Sign-On Link Layouts Export to Excel Export to PDF

<input checked="" type="checkbox"/>	Type	Key Code	First Name	Last Name	Phone	Email
<input checked="" type="checkbox"/>	Leader		Jason	Sieg	(214) 608-3499	pkp25@yahoo.com
<input checked="" type="checkbox"/>	Scout	D9YW	Jacob	Smith	(555) 555-5555	Troop313.Jacob@scouting.org
<input checked="" type="checkbox"/>	Scout	D9ZJ	Jeff	Hawkins	(214) 366-3455	wayne1965@gmail.com
<input checked="" type="checkbox"/>	Scout	D9ZH	Jill	Smith	(888) 888-8888	jillsmith@gmail.com
<input checked="" type="checkbox"/>	Scout	D9Y7	Max	Franklin	(214) 608-3499	troop313max@demo.com
<input checked="" type="checkbox"/>	Scout	D9YX	Max	Sieg	(812) 347-3505	jason@yahoo.com
<input checked="" type="checkbox"/>	Scout	D9Y9	Ryan	Franklin	() -	Ryno23@yahoo.com

Page 1 of 1 (7 Items) < 1 > Page size: 25

Copyright © 2020 Camp Masters. Time Zone: (UTC-05:00) Eastern Time (US & Canada) | V: 20200508.1

This will email each of the Scouts their unique CAMP MASTERS link so they can access the system without having to login. This makes taking orders and payments much easier.

REGISTER YOUR SCOUTS

Step Four: For new Scouts, select the “Setup / Import Scouts” option from the dashboard.

CAMP MASTERS Dashboard

2020 Fall Popcorn Sale

Jason Sieg | Troop 313
Demo Council | Demo District Anytown

To Do:

- ! Submit your Unit Commitment Form
- ! There are 11 Unordered Scout Take Orders
- ! There are 2 Open Unit Orders

Links:

- Manage Unit Information
- Setup/Invite Scouts
- Setup/Import Scouts
- View Scout Online Sales
- View Unit Invoice
- Order Prizes
- Edit Your Profile
- Reset Password

Show-N-Sell Start: 2/25/20 - Due: 8/7/20
Unit Kickoff 6/13/20
Returns Due 10/01/20 by 3:00pm

- View Product Listing
- Place Unit Order
- View Unit Orders
- Award Scouts Credit

Take Order Start: 3/2/20 - Due: 10/23/20
Returns due 10/20/20 by 3:00pm
Payments due to Council 11/1/20

- View Product Listing
- Place Unit Order
- View Unit Orders
- View Scout Take Orders
- Place a Scout Take Order

Step Five: Click the “Import Scouts” button and upload your Excel spreadsheet.

CAMP MASTERS Jason Sieg

Users / Scouts

Council: Demo Council District: Demo District Anytown User Type: Hide Inactive:

Layouts Export to Excel Export to PDF **Import Scouts**

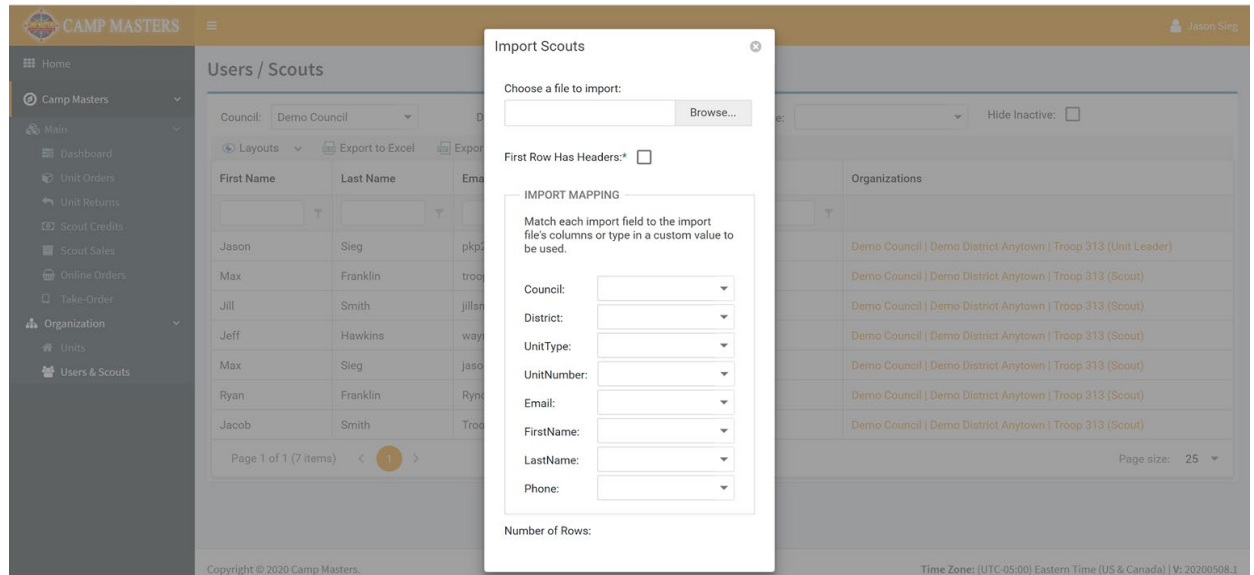
First Name	Last Name	Email	Organizations
Jason	Sieg	pkp25@yahoo.com	Demo Council Demo District Anytown Troop 313 (Unit Leader)
Max	Franklin	troop313max@demo.com	Demo Council Demo District Anytown Troop 313 (Scout)
Jill	Smith	jillsmith@gmail.com	Demo Council Demo District Anytown Troop 313 (Scout)
Jeff	Hawkins	wayne1965@gmail.com	Demo Council Demo District Anytown Troop 313 (Scout)
Max	Sieg	jason@yahoo.com	Demo Council Demo District Anytown Troop 313 (Scout)
Ryan	Franklin	Ryno23@yahoo.com	Demo Council Demo District Anytown Troop 313 (Scout)
Jacob	Smith	Troop313.Jacob@scouting.org	Demo Council Demo District Anytown Troop 313 (Scout)

Page 1 of 1 (7 items) < 1 > Page size: 25

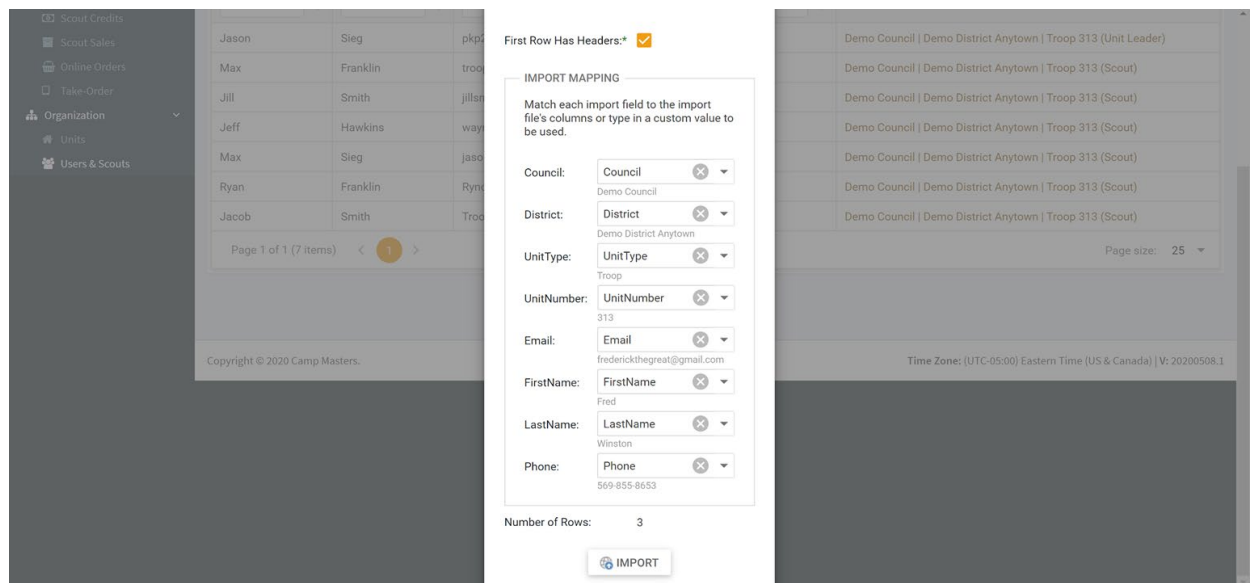
Copyright © 2020 Camp Masters. Time Zone: (UTC-05:00) Eastern Time (US & Canada) | V: 20200508.1

REGISTER YOUR SCOUTS

Step Six: Select your file and complete the field matches to the spreadsheet columns below. If your sheet has headers, be sure to select the “First Row Has Headers” box.



You'll see a data preview as you assign each field for import. Once complete, click “Import”.



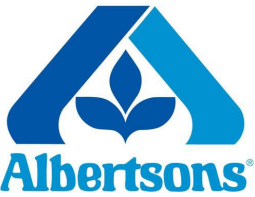
You'll see a green success box once imported.

✔ Import Succeeded - Download and review the import file for details. [Click here to download the import results file.](#)

If you get an error, check your spreadsheet rows again carefully for typos.

STOREFRONT RECRUITING

You can never start too early in securing storefronts. Of course, it's going to be a bit different this year. And that means adapting your approach. Here are some of the best tips to help you do just that:



- Grocery stores and home improvement stores are both essential businesses, but they are receiving policies and procedures for Coronavirus from corporate. Make sure you approach the store/company Manager with this in mind. Do some research and find out the policies in place so you can adapt your approach and relate how Show-N-Sell will meet these guidelines.
- Right now, resources are tapped thin in these stores. Consider sending an email or leaving a message for the Manager to call you back. The reality is, you're not going to be their first priority right now. Only try going in person if a few attempts have been made and you still haven't received a response.
- Think of other high-traffic, essential businesses in your area to contact. As other businesses begin reopening, reach out to them as well.
- Use the COVID-19 recommendations in this guide to help the Manager/Owner understand that above all else, safety comes first. This will help ease their mind while it is still uncertain what the fall recommendations will be.
- Contact your District Kernel, via email, to inform them of the dates and times that your unit has booked for each store immediately after you have booked them.

SAMPLE EMAIL / SCRIPT

Hello [NAME],

This is [YOUR NAME] from Scout Troop [Troop #]. Our Scouts are holding our annual popcorn fundraiser this year. The funds raised supports their ability to participate in our local Scouting program.

Due to the coronavirus, it's going to look a lot different this year. However, with everyone's safety guidelines in mind, I wanted to reach out regarding hosting a Show-N-Sell at {STORE NAME} in [MONTH].

Much can change between now and then, so I'm not looking for a definite answer today. What I'd like to do is confirm you'd consider it and then reach back out for a yes or no as the date draws closer.

Can I reach back out in [A MONTH, A FEW WEEKS]??



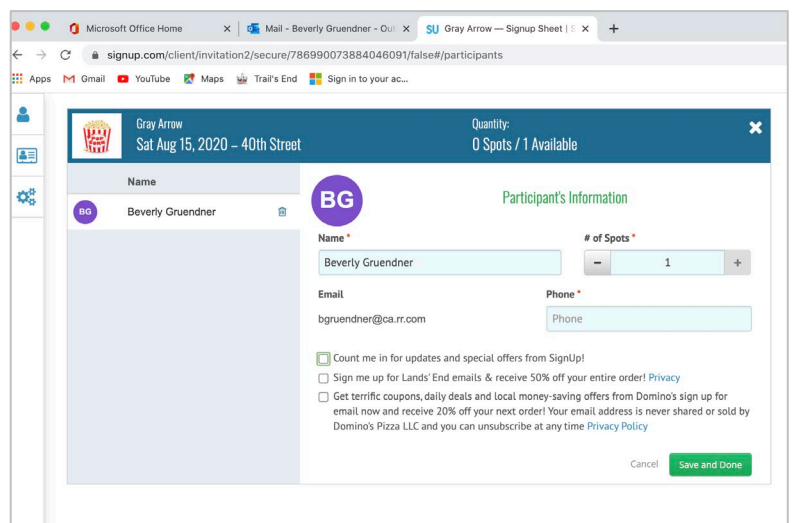
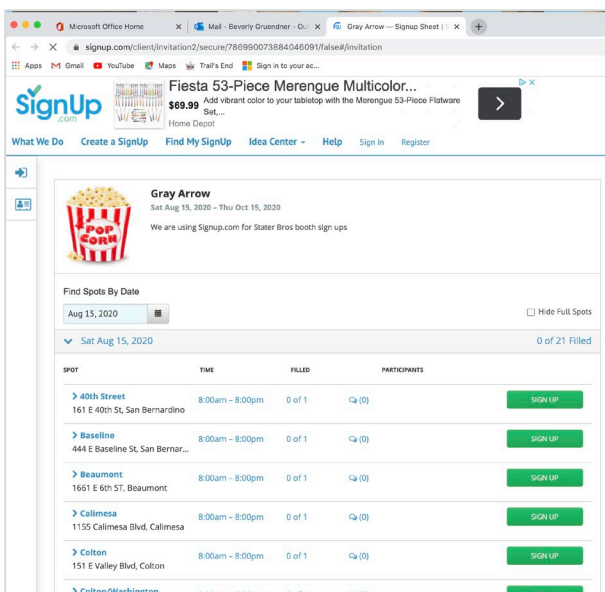
STOREFRONT CODE OF CONDUCT

- 🗑️ Scouts shall follow the Scout Oath, Scout Law, and Guide to Safe Scouting at all times. Remember, we are representing the BSA and must always act accordingly.
- 🗑️ Scouts should always wear their Class A uniforms. Parents or Leaders should wear Scout uniforms or Unit T-Shirts if they have them.
- 🗑️ Storefront tables should have a banner that clearly identifies Scouts and the Popcorn Fundraiser.
- 🗑️ Shopping Carts are for the use of store customers and are not to be used to transport Scout Popcorn.
- 🗑️ Scouts shall setup their table near the exit door to the store, or the location specified by the store. We may only setup tables at multiple doors if the Store has given us clear permission to do so.
- 🗑️ Easy-ups or umbrellas are not permitted without the permission of the store management.
- 🗑️ The store has granted us permission to run a Popcorn Fundraiser, which means other items like water, jerky, etc. are not permitted to be sold.
- 🗑️ Scouts shall greet the customers as they exit the store. Scouts are not allowed to approach customers in the store, in the parking lot, etc.
- 🗑️ Scouts must be friendly and courteous, even when a customer ignores them and/or does not want to buy popcorn.
- 🗑️ Scouts will not be overly aggressive, and call out to, badger, or follow customers to their vehicles.
- 🗑️ There will not be more than four people at the store at any given time, and at least one must be an adult.
- 🗑️ Samples of products shall NOT be given to customers.
- 🗑️ Scouts will not break open the product and sell the products in quantities less than the way they are packaged. Nutritional information must be on all packages.
- 🗑️ Leave No Trace – remove all empty boxes, trash, and other debris from the location after your sale.
- 🗑️ Be respectful and thankful to Store employees at all times. Remember that this is their Store, and we are only there because of their generosity.

STATER BROS. SHOW & SELL SCHEDULING

LOTTERY SIGN UP INSTRUCTIONS for Signup.com

1. ONE person (the Unit Kernel) from each Unit will be allowed to select dates/stores from their DISTRICT ONLY. (If you have stores that are within your “units' neighborhood”, but in a different district, please contact your District Kernel to work out storefront assignments)
2. An email link will be sent for access to [Signup.com](https://signup.com) on Saturday, July 9.
3. Links will be opened for selection at 8:00 am each morning.
4. Kernel's will only be allowed to select the number of dates on the schedule below:
 - Sunday, July 10 – 3 dates
 - Monday, July 11 – 4 dates
 - Tuesday, July 12 - 5 dates
 - Wednesday, July 13 – open
4. On Thursday July 13 the links for all the districts will be posted on the CIEC website, so units may choose to select open dates in other districts.
5. Questions/Problems text Beverly Gruendner at 951-265-7653 or email at Beverly.gruendner@scouting.org



YOUR POPCORN KICKOFF

A great popcorn sale starts with a great popcorn kickoff! Follow these simple steps to start your popcorn sale with a BANG and motivate your Scouts, parents and other volunteers.

1. **Set the Agenda.** Think of things that are fun and fast-paced. This helps build energy and excitement for the popcorn sale. Scouts will leave ready to earn their way selling delicious popcorn!
2. **Ask for Help.** Enlist others to help you pull off a fun and exciting popcorn kickoff! No need to try and take it all on yourself.
3. **Know Your WHY.** Share the exciting Scouting Program that this fundraiser will support. Talk about the activities and what the Scouts will experience. And reiterate that it can all be paid for by POPCORN!
4. **Review the Forms.** Show Scouts the forms they'll be using in detail so they understand how to use them to promote the products and capture orders.
5. **Build their Profile.** Have each Scout register or update their profile at CAMPMASTERS.org.
6. **Ready to Sell!** Add CAMP MASTERS to their phones.
7. **Sharing is Caring.** Explain how they can share their CAMP MASTERS profile link with friends, family and through social media.
8. **Cover What's Critical.** Spend some time explaining the different ways to sell, key dates for the program and show and sell locations.
9. **Focus on the Goal.** Motivate Scouts to take on the Unit Scout goal and to pick an awesome prize as part of their goal!
10. **Create a Memory.** End the night with a fun and memorable event. Scouts love to be part of the action. And they always love a good pie to the face of their Unit Leader!



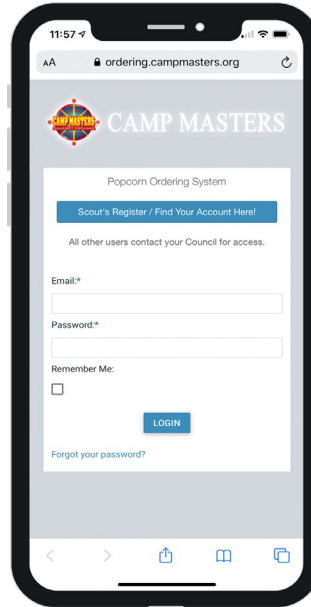
CAMP MASTERS APP

SCOUTS, PARENTS & LEADERS

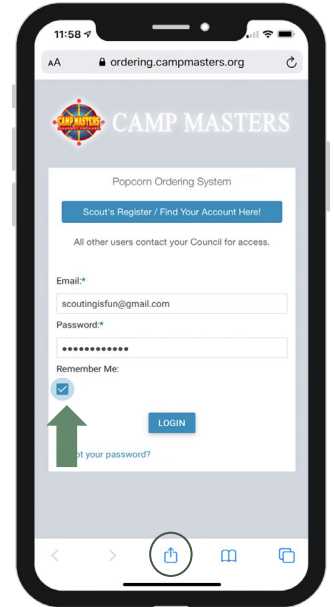
Follow these instructions to easily create a CAMP MASTERS app icon on your smartphone.



Open Safari
Chrome on Android

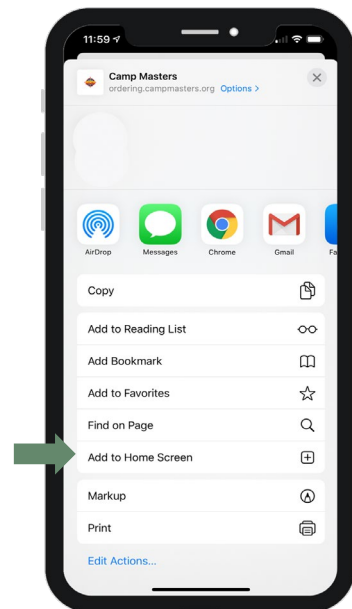


Go to
ordering.campmasters.com/Account/Login

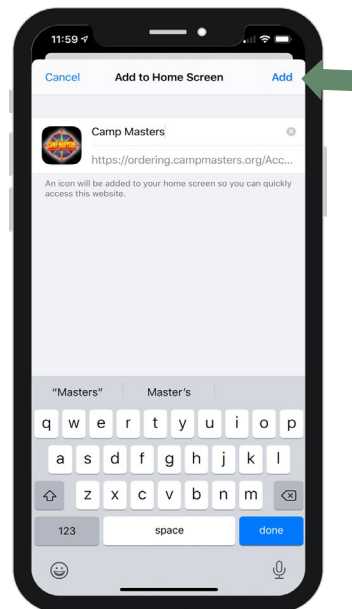


Enter your login and click
"Remember Me" then Login

Once on your dashboard, click
the menu button (circled icon
above)
(3 dots in upper right on Android)



Select "Add to
Home Screen"



Then click "Add"



Ready to sell? Click the icon!

ACCEPTING CREDIT CARDS

CAMP MASTERS has partnered with PayAnywhere to provide accounts and free readers to all Units. Just go to: payanywhere.com/campmasters



- **FREE app and FREE card readers**
- **Multiple device and multiple user ready**
- **No hidden fees....No monthly minimum fees, no setup fees, and no cancellation fees**
- **2.69% per swipe transaction fee; 3.49% + \$0.19 for keyed transactions**
- **Transaction fees removed from deposits automatically**
- **Funds within 24 hours of processed transactions**
- **Free Merchant Portal for detailed account activity and business intelligence reporting**
- **Create versatile item library with multiple products and prices or input charges directly.**
- **Safe and secure with immediate data encryption and PCI compliant and certified**
- **Live Customer Support via Phone and Chat**
- **www.campmasters.org/pay-anywhere**



CREATE YOUR ACCOUNT

Applying for PayAnywhere.



Head to payanywhere.com/campmasters to apply for your account. As the head of your Unit, you are responsible for your account. Use your information for the majority of the fields on this page.

The Boy Scouts of American National Council does not permit any regional or local councils, troops, packs, or units to use the National Council's Tax Identification Number (TIN) when applying for a merchant processing account.

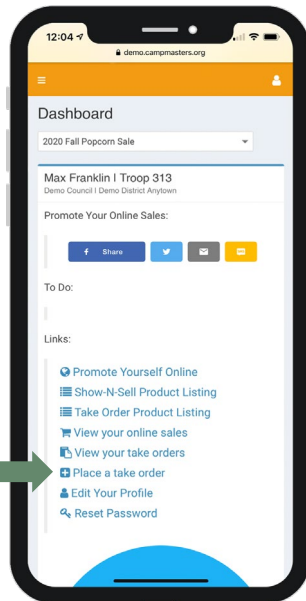
Units should not use the Social Security Number of an adult leader. If they do, the IRS will attribute all banking transactions, unit purchases, etc., to that leader as an individual and they will be solely responsible for any tax related burden. Total transactions under \$20,000 do not trigger a 1099 however.

The screenshot shows the PayAnywhere account creation form. At the top left is the PayAnywhere logo. At the top right, it says "Prefer the phone? Call to register: 877.387.5640". The main heading is "How will you use PayAnywhere?". Below this are two tabs: "As a Business" (with a person icon) and "As an individual" (with a person icon). A callout box points to the "As an individual" tab, stating: "If you do not have a TIN, use the 'Individual' tab to apply for an account." Below the tabs is the section "Information about you, the principal of the company". It contains fields for: First name, Last name, Email, Phone number, Birthday (Month, Day, Year), Last 4 digits of SSN, Address, Suite / Apt #, Zip code, Please create a password, and Confirm password. A callout box points to the password fields, stating: "Be sure to write down your password. You will use it to log in to the PayAnywhere app and PayAnywhere inside." Below this is the section "Information about your company". It contains fields for: We are a (dropdown), Industry (dropdown), Business type (dropdown), DBA name (text), Federal tax ID (text), Total monthly CC sales (dropdown), Average ticket amount (dropdown), and We have been in business for (dropdown). A callout box points to the "We are a" dropdown, stating: "Select 'Non-Profit' + 'Charities & Nonprofits' + 'Fundraisers'". Another callout box points to the "Total monthly CC sales" dropdown, stating: "Select '<\$25,000.'". At the bottom of the form, there is a checkbox for "I have read and agree to the Terms and Conditions" and a large orange "CREATE ACCOUNT" button. Below the button, it says "This site and your information are protected by SSL encryption."

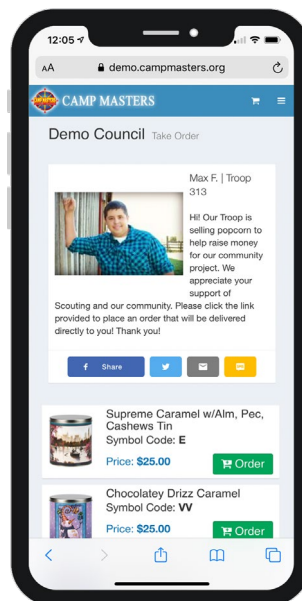
TAKE ORDERS ON THE GO

SCOUTS, PARENTS & LEADERS

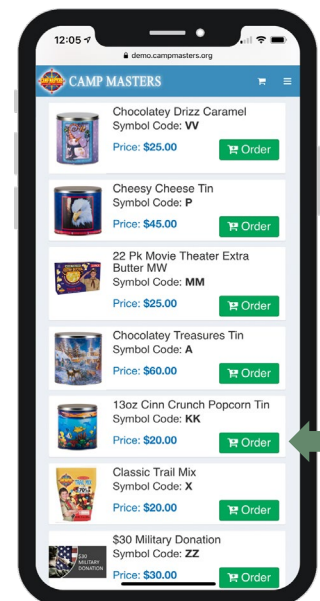
Follow these instructions to easily take orders and payment on your smartphone.



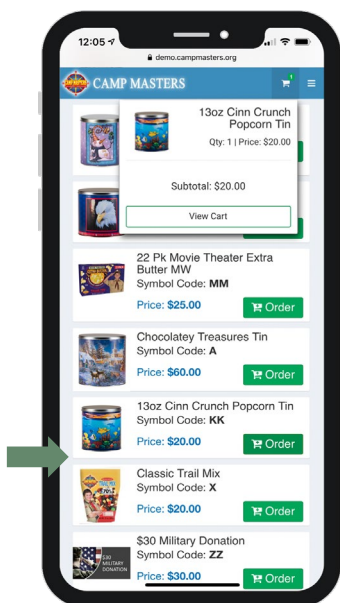
Click "Place a Take Order" from the dashboard



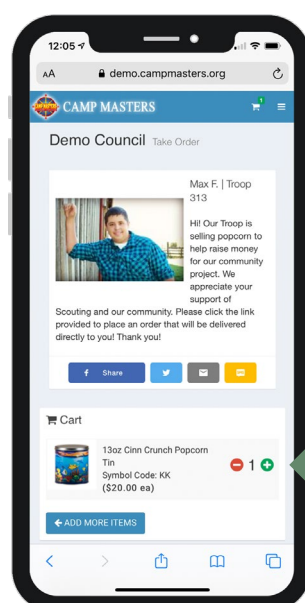
This will take you to the products page.



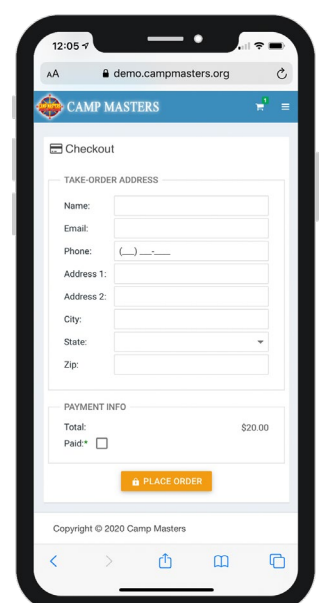
Scroll down to find the requested product. Then click "Order" to add the item to the shopping cart.



A confirmation window will appear. You can either go to cart or continue adding items.



In the cart, you can change the quantity of the product if needed.

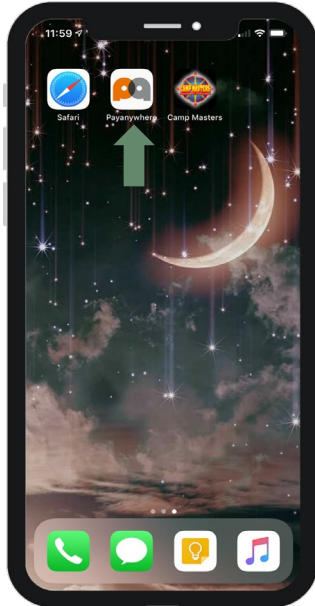


Complete the customer information.

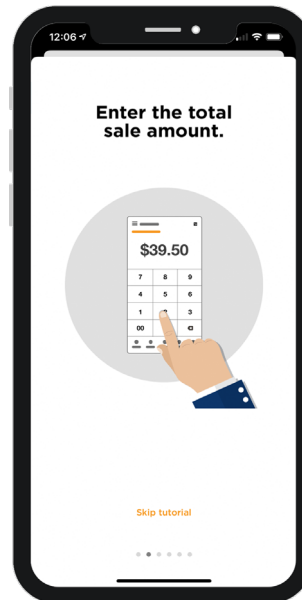
TAKE ORDERS ON THE GO

SCOUTS, PARENTS & LEADERS

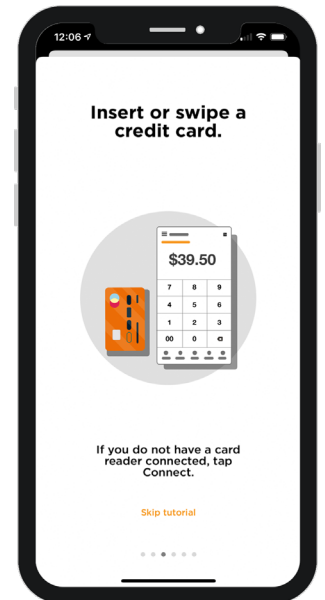
Follow these instructions to easily take orders and payment on your smartphone.



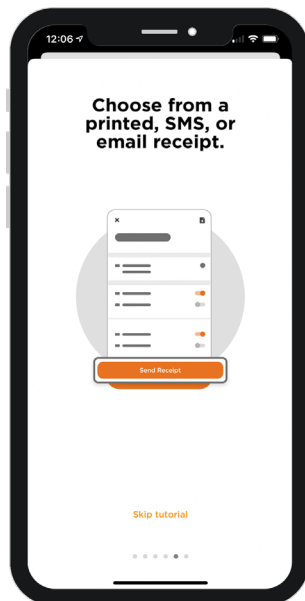
Return to your home screen and open the PayAnywhere app.



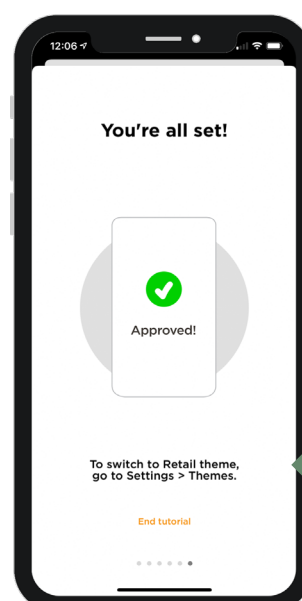
Enter the total charge.



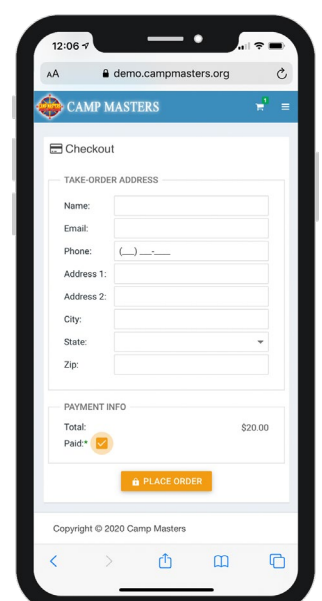
Insert or swipe the credit card depending on your reader type..



Offer the customer a SMS text or email receipt.



When you receive payment confirmation, return to CAMP MASTERS window.



Mark as paid and then tap the "Place Order" button.