

BRAVE. **FIERCE.** **FUN!**

2025 Fall Product Program Guide for Service Units



Mascot: North American Grizzly

Welcome and thank you for volunteering to be the Service Unit Fall Product Manager (SUFPM). If you are not an Approved Volunteer with Girl Scouts of Silver Sage, have not completed a Service Unit Fall Product Manager Contract, and/or have not participated for at least one year in a Girl Scout Program, please reach out to your Membership Manager ASAP.

This guide, and the Fall Product Guide for Troops, will help you navigate the Fall Product Program along these resources:

- Girl Scouts of Silver Sage Website: www.girlscouts-ssc.org
- Silver Sage Customer Care Team: customercare@girlscouts-ssc.org
- M2 Customer Care Team: <http://support.gsnutsandmags.com> or 1-800-372-8520
- Reminder emails from Silver Sage

Overview

- SUFPMs receive volunteer and girl materials in mid-August from Ashdon Farms and M2 for the program, including Order Cards, Receipt Books, Girl Permission Slips, Troop Guides, Envelopes, and Parent Flyers. SUFPMs will distribute these materials to troops in early September. Please attend your Service Unit Meetings this fall to help with materials distribution and answering questions.
- Silver Sage will conduct Fall Product Training (currently scheduled for August 18, 2025) on Zoom and record the session for later viewing. This training is required for SUFPMs and TFPMs and highly recommended for Leaders. Please encourage everyone to watch it.
- You will be able to access the Fall Product website on September 3, and the nut & candy vendor needs your shipping address (not PO Box) to be entered by September 4.
- Troops will be able to enter their orders in the system on October 14 & 15. Then, if they need to make any changes after they submit, you can make any necessary edits on October 16. We will have a short window to make edits on October 20, then once we submit the whole council's order to the vendor, we can no longer change anything.
- Once merchandise arrives, SUFPMs manage the product delivery process and coordinate Troop product pick-up. You also manage girl rewards distribution in December.

Magazines



Personalized Stationery & Gifts



Product Lines

Tervis Tumblers



BARK® Box Exclusives



Chocolate & Nuts



Cheerful Candles



Delivery & Pickup

- Once orders for girl-delivered nut and candy items have been submitted to M2, the merchandise is scheduled to be delivered to the SUFPM on November 6. Be sure to count everything by variety with the delivery driver. Do not let the driver rush you. Once you sign off, you are responsible for what's on the delivery ticket. Be aware that some items look very similar to others. Please pay attention to the variety names and not just the box colors.
- SUFPMs will help coordinate the when, where, and how to pick up the Troop orders for their area. Please leave plenty of time – or even a full day – between your delivery appointment from Air Van and your scheduled Troop pickups.
- Before merchandise or girl rewards are scheduled to be picked up by Troops, please print out Delivery Tickets. Printing out “Troop Tickets by Troop” will get you one easy list of everything each Troop needs. (Troops then print out “Troop Tickets by Girl” to see what they need to give each Girl Scout.)
- When volunteers come to pick up their Troop's merchandise, please count with the volunteer by variety, make sure you both agree on the quantities, then sign the receipt before you start loading their vehicle.

Payments

- Girls should collect payment when orders are placed.
- Troops should collect Fall Product funds at every Troop meeting & issue a receipt.
- TFPMs should make regular bank deposits of Fall Product funds.

Troop Fall Product withdrawals will take place around November 25, so all funds need to be deposited in Troop accounts by November 21.



Girl Scouts of Silver Sage

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New Items for 2025



Nut & Caramel
Trail Mix



Making Friends Tin
for Mint Treasurers



Cherry Almond
Clusters

Action	2025 Date
Receive Fall Product Materials	Around August 11
Register as SUFPMs & TFPMs	by August 15
Fall Product Training for SUFPMs & TFPMs	August 18
Fall Product for Families Zoom Event	August 25
Distribute Fall Product Materials to Troops	August or Early September
Designate a Delivery Location on M2OS	September 4
Girl-Delivered Orders: Online & On Paper	September 9 - October 13
Troop Order Entry	October 14 - 15
Order Entry Locked for Troops (Can still run reports and see data)	October 16
SUFPMs Can Edit Orders	October 16
Orders Locked for SUFPMs (Council can edit before 10AM)	October 20
Online Shipped Orders for Fall Product Ends	October 26
Last day for Rewards (T-Shirt Size) Selections	October 27
Product Delivered to SUFPM	November 5 - 7
Fall Product Troop ACH Withdrawal (or Deposit - depending on online orders)	Late November
Girl Rewards Delivered to SUFPM	Mid-December

Good Dog Sash

Mini Bark Boxes

Ruff Terrain Boots

Campfire Tails Set

