

2021 POPCORN SALE LEADER GUIDE



BOY SCOUTS
OF AMERICA®

INDIAN NATIONS COUNCIL

in partnership with

CAMP MASTERS
GOURMET POPCORN

WE'RE IN THIS TOGETHER

2021 is an unprecedented year in the lives of our Scouting families as we continue to recover from COVID-19. As we look ahead, the most important goal is keeping everyone safe and healthy at all times.

This year's popcorn sale will look and feel different for many of us. But we are dedicated to supporting you every step of the way. We are continually evaluating the current environment and recommendations with the best interests of everyone in mind. As the popcorn sale nears, we ask that you reach out to your Council regarding best practices and local safety guidelines.

As our Country takes the beginning steps towards recovery, we must continue moving forward as well. We need a united mindset focused on adaptability and resilience to keep the popcorn sale a vital part of funding your Scouting program in the coming year.

We hope this guidebook provides a step-by-step approach to setting your Unit up for popcorn sale success.

In 2021 CAMP MASTERS is providing all Councils and Units with training and marketing resources. Some information on these resources is included in this guide. And you'll gain access to others over the coming weeks leading up to the sale.

However, if there is anything you need to help fuel your popcorn success, please don't hesitate to reach out. Give us a call at 918-392-1231 or email our great team for assistance: popcorn@okscouts.org

We are fully invested in your popcorn success!

Indian Nations Council Popcorn Team



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 doesn't 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. The Indian Nations Council is proud to offer a variety of programs from weekend adventures, camporees, resident camps, and high adventure – we truly have it all here. Popcorn helps you earn your way to these amazing adventures and it also help the Council maintain and sustain our properties to be able to offer you these great programs.



IMPORTANT CONTACTS

Indian Nations Council

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WAREHOUSE

Premier Logistics
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Tulsa, OK 74146

2021 PRODUCT SELECTIONS














Show and Sell

Product	UPC Code	Symbol Code	Case Qty	Retail Price
 Classic Trail Mix	75201-00823	X	8	\$20.00
 White Cheddar Cheese Tin	75201-00853	NN	8	\$20.00
 Sea Salt Bag	75201-00862	ZC	9	\$20.00
 12oz Honey Roasted Peanuts	75201-00867	ZH	12	\$15.00
 22 Pk Movie Theater Extra Butter MW	75201-00841	MM	6	\$25.00
 6pk Butter MW	75201-00843	U	8	\$10.00
 12 pk Sweet & Salty Kettle Corn MW	75201-00844	YY	8	\$15.00
 14pk Extra Btr Roasted Summer Corn	75201-00807	G	8	\$15.00
 3 Way Cheesy Cheese Tin	75201-00822	P	1	\$35.00
 Caramel Popcorn Bag	75201-00828	DD	12	\$10.00
 Purple Popping Corn Jar	75201-00842	V	6	\$15.00

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2021 PRODUCT SELECTIONS

Take Order

Product	UPC Code	Symbol Code	Case Qty	Retail Price
 Chocolate Drizzle Popcorn Bag	75201-00864	ZE	8	\$25.00
 6pk Butter MW	75201-00843	U	8	\$10.00
 12 pk Sweet & Salty Kettle Corn MW	75201-00844	YY	8	\$15.00
 Purple Popping Corn Jar	75201-00842	V	6	\$15.00
 22 Pk Movie Theater Extra Butter MW	75201-00841	MM	6	\$25.00
 14pk Extra Btr Roasted Summer Corn	75201-00807	G	8	\$15.00
 12oz Honey Roasted Peanuts	75201-00867	ZH	12	\$15.00
 Classic Trail Mix	75201-00823	X	8	\$20.00
 Caramel Popcorn Bag	75201-00828	DD	12	\$10.00
 White Cheddar Cheese Tin	75201-00853	NN	8	\$20.00
 Chocolatey Treasures Tin	75201-00820	A	1	\$60.00
 3 Way Cheesy Cheese Tin	75201-00822	P	1	\$35.00
 Sea Salt Bag	75201-00862	ZC	9	\$20.00

To pick up your popcorn, follow these vehicle recommendations:

- Midsize car holds about 20 cases
- Luxury sized car holds about 40 cases
- Minivan holds about 60 cases
- Large SUV holds about 70 cases
- Small Pickup bed holds about XX cases
- Large Pickup bed holds about XX cases
- Rental Truck holds over 70 cases

LEADING YOUR UNIT

The Popcorn Kernel oversees operations of the Unit's popcorn sale. This is an important leadership role within the Unit. The PK 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.

KERNEL CHECKLIST

My #PopcornSquad

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 (where possible)
- ☐ Create Unit Timeline for Popcorn Sale
- ☐ Establish Guidelines for Popcorn Pickup / Returns & Money
- ☐ Confirm Show-N-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 at District Warehouse
- ☐ 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!

POPCORN TRAINING

DATE	LOCATION	TIME	ATTENDEES
July 26 CAMP MASTERS online system training	Virtual	6:30	Popcorn Chairs and #popcornsquad
August 18 Popcorn Kickoff	Scout Resource Center and Virtual	6:30	Popcorn Chairs and #popcornsquad
Virtual Links sent to Popcorn Chairs Questions or need to register? Contact us at 918-392-1231 Or popcorn@okscouts.org			

HOW MUCH POPCORN TO SELL

The mission behind the unit program planning philosophy is to help Scouting units fulfill young people's need for adventure and deliver on this promise. Units that operate under an annual program plan, that young people help construct, are proven to be more successful and make a more profound impact on the lives of their members. We promise young people 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
High Adventure Bases
Registrations & Life Magazine
Cub Scout Council Events
Meeting Supplies/Awards & Recognitions
Monthly Unit Activities
Den/Patrol Expenses/Training Courses
Pinewood Derby
Unit Equipment
Patrol/Den Activities
Uniforms/Personal Camping Equipment
Assistance for Low-income Scout Families

Considerations:

Once there are several ideas under consideration, filter them to allow the most realistic ones to surface. Be cautious not to discount Scouts ideas. Do provide them with enough information to decide which are most 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 a 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!



Involvement is key in the successful planning of your annual program. We recommend allowing Scouts and their families express their ideas during a Scout brainstorming session. The older the scout, the more benefit they get from participating in this planning. It also keeps everyone more engaged in the popcorn sale because they know the rewards of their efforts.

NOW CALCULATE YOUR POPCORN SALES GOALS

\$

\$

Registration & Insurance	\$
Advancements	\$
Uniforms	\$
Scholarships	\$
Other	\$
TOTAL UNIT BUDGET	\$

COMMISSION

2021 Commission Structure

Base Commission: 33% of total sale

Meets Sales Goal: +2% of total sale**

Total Possible Commission: 35%

Unit goals based on a per Scout average sale. Contact your District Representative to find out your goal

Money Due Dates

October 15- Show and Sell Money Due

December 1-Show and Sell Money Due

Late fee of -2% Commission if paid up to 7 days after due date

Late fee of -5% Commission if paid after 7 days of due date

Scouts can earn PRIZES for selling! Be sure to check out the sales sheet for the specific prizes offered.

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



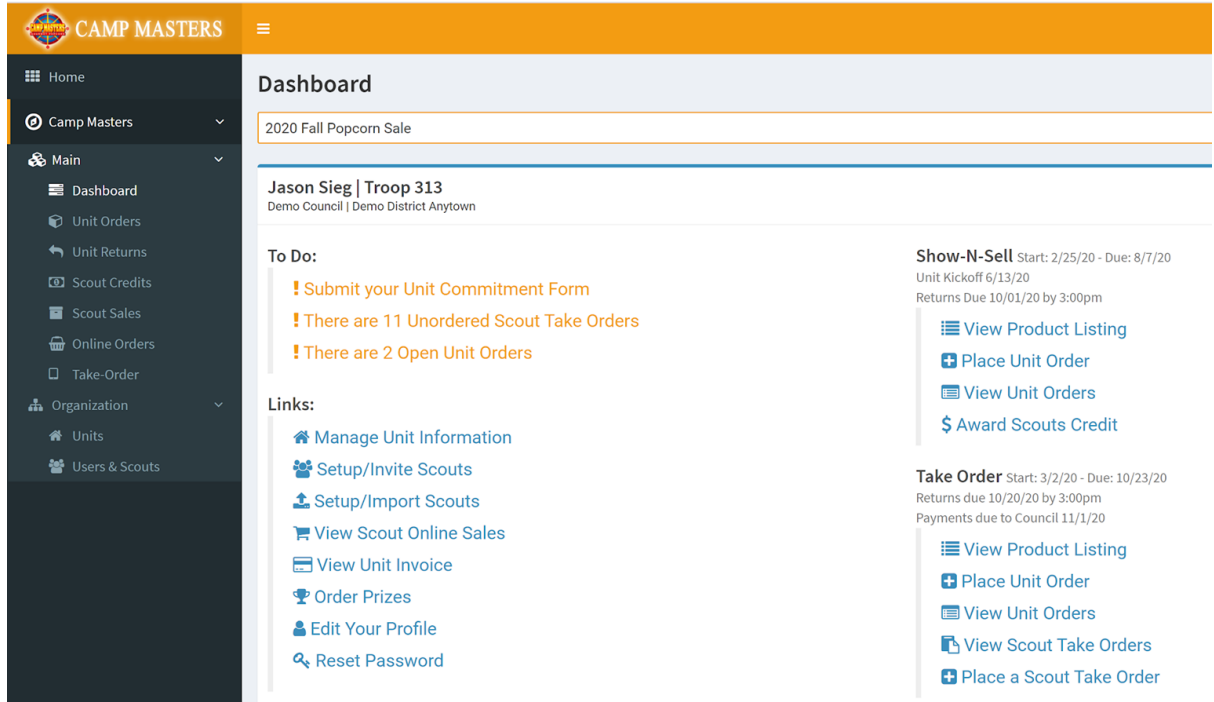
OR THIS CAMPER PKG
Tent, Grilling set, Hammock, Cooler
Chair Backpack, Camp Stove,
Bluetooth Speaker & Lantern



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."



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

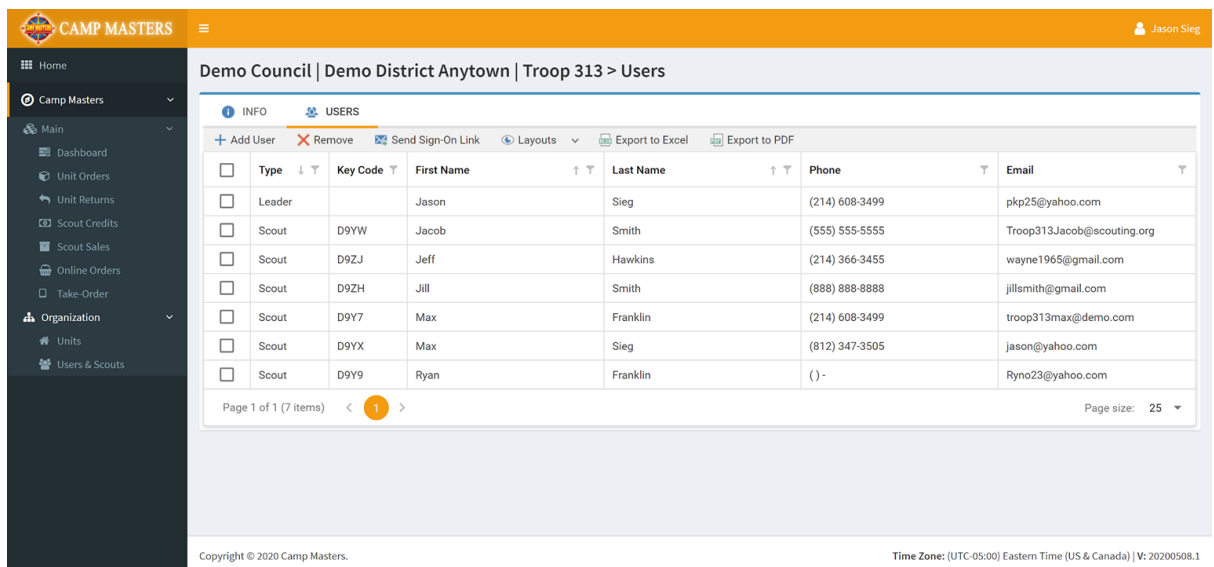
Show-N-Sell Start: 2/25/20 - Due: 8/7/20
Unit Kickoff 6/13/20
Returns Due 10/01/20 by 3:00pm

- 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

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



CAMP MASTERS

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

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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.

The screenshot shows the Camp Masters interface for Troop 313. The 'USERS' tab is active, and the 'Remove' button is highlighted. The table lists the following users:

	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 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) | Page size: 25

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

The screenshot shows the Camp Masters interface for Troop 313. The 'Send Sign-On Link' button is highlighted. The table lists the following users:

	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	Troop313Jacob@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

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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.

The screenshot shows the Camp Masters dashboard for Jason Sieg | Troop 313. The left sidebar contains navigation links: Home, Camp Masters, Main, Dashboard, Unit Orders, Unit Returns, Scout Credits, Scout Sales, Online Orders, Take-Order, Organization, Units, and Users & Scouts. The main content area is titled "Dashboard" and displays a "2020 Fall Popcorn Sale" banner. Below the banner, the user's name and troop information are shown. The "To Do" section lists three items: "Submit your Unit Commitment Form", "There are 11 Unordered Scout Take Orders", and "There are 2 Open Unit Orders". The "Links" section provides quick access to various functions: Manage Unit Information, Setup/Invite Scouts, Setup/Import Scouts, View Scout Online Sales, View Unit Invoice, Order Prizes, Edit Your Profile, and Reset Password. On the right, there are sections for "Show-N-Sell" and "Take Order", each with start/end dates and links to view product listings, place unit orders, view unit orders, and award scouts credit.

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

The screenshot shows the "Users / Scouts" page in the Camp Masters system. The top navigation bar includes the Camp Masters logo and a user profile for Jason Sieg. The left sidebar is the same as in the previous screenshot. The main content area is titled "Users / Scouts" and features a search bar with filters for Council (Demo Council), District (Demo District Anytown), User Type, and Hide Inactive. Below the search bar, there are buttons for Layouts, Export to Excel, Export to PDF, and Import Scouts. A table lists the following users:

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	Troop313Jacob@scouting.org	Demo Council Demo District Anytown Troop 313 (Scout)

At the bottom of the table, it indicates "Page 1 of 1 (7 items)" and "Page size: 25".

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.

Import Scouts

Choose a file to import: Browse...

First Row Has Headers: ☐

IMPORT MAPPING

Match each import field to the import file's columns or type in a custom value to be used.

Council:

District:

UnitType:

UnitNumber:

Email:

FirstName:

LastName:

Phone:

Number of Rows:

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

First Row Has Headers: ☒

IMPORT MAPPING

Match each import field to the import file's columns or type in a custom value to be used.

Council: Council

District: District

UnitType: UnitType

UnitNumber: UnitNumber

Email: Email

FirstName: FirstName

LastName: LastName

Phone: Phone

Number of Rows: 3

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. After a few attempts, and still no response, only then try going in person.
- 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.
- The Indian Nations Council has agreed to partner with Lowes Home Improvement to schedule storefront sales. Contact Paige at popcorn@okscouts.org to request a shift at area Lowes.
- **We have been informed that due to COVID concerns REASORS will not be scheduling storefront sales.**
- **Be creative and ask local small businesses and all others. Don't rely on just 1-2 shifts to achieve your goal- let's get out there and show them that Scouts are active in our community!**

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].

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



2021 POPCORN SCHEDULE

JULY 2021

IMPORTANT DATES

July

Sign up for the Sale!!!

July 26

Virtual Training on
CAMP MASTER System

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 Virtual Training	27	28	29	30	31

AUGUST 2021

IMPORTANT DATES

August 2

Show & Sale Orders Due

August 18

Popcorn Kickoff

August 27-28

Show & Sale Pickup

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 ORDERS DUE	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 KICKOFF	19	20	21
22	23	24	25	26	27 PICK UP	28 PICKUP
29	30	31				

2021 POPCORN SCHEDULE

IMPORTANT DATES

September
Show & Sale

SEPTEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6 LABOR DAY	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021

IMPORTANT DATES

October 15
Show & Sale Money Due

October 18
Take Orders Due

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15 SHOW & SALE \$ DUE	16
17	18 TAKE ORDERS DUE	19	20	21	22	23
24	25	26	27	28	29	30
31						

2021 POPCORN SCHEDULE

NOVEMBER 2021

IMPORTANT DATES

November 12-13
Take Order Pick up

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12 PICK UP	13 PICK UP
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 SALE ENDS				

DECEMBER 2021

IMPORTANT DATES

December 1
Take Order Money Due

December 4
\$1500 Club Party

SUN	MON	TUE	WED	THU	FRI	SAT
			1 TAKE ORDER \$ DUE	2	3	4 \$1500 CLUB PARTY
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

POPCORN POLICIES

In 2021 the Indian Nations Council will not accept returns on popcorn product. We encourage units to “swap” with each other to fill orders.

Join our Facebook Group @incpopcornteam to get more information and to advertise swaps with other units.



SHOW-N-SELL SCHEDULING

You can manage your Show-N-Sell dates and volunteers within this table. Or look below for instructions to use an online management tool.

DATE	LOCATION	SHIFTS	NEEDED ADULTS AND SCOUTS

ONLINE SIGN UP INSTRUCTIONS

Video Training here:

1. Create a free account at [SignUpGenius.com](https://www.signupgenius.com).
2. Then follow these step-by-step instructions:
<https://www.signupgenius.com/faq/create-sign-up.cfm>

COVID-19 GUIDELINES

CAMP MASTERS is dedicated to the safety of our Leaders, Scouts, Families & Customers. As we prepare for the popcorn sale, it's important that everyone operate in accordance with any restrictions outlined by your state and local health department or other state and local authorities. Be sure to check with your Council if you are unsure what's required in your area.

When it comes to the products, we have implemented numerous safety protocols at our production, warehouse and fulfillment centers. This measure includes many of the guidelines recommended below. And we continue to evaluate the current environment in our local area.

Show-n-Sells are an exciting time for your Scouts. All the energy and enthusiasm of representing their pack within the community. CAMP MASTERS is offering the following guidelines to keep everyone safe this fall. These will be updated when necessary.

RECOMMENDED SHOW-N-SELL GUIDELINES

- Reiterate before the event anyone exposed to Coronavirus should find an alternate person to take their place at the sale or contact the Popcorn Kernel.
- Take everyone's temperature before and/or at arrival to the store.
- Everyone should wear masks and gloves to minimize the spread of germs. [Watch this video to see how quickly they can spread.](#)
- No more than 3 kids and 2 adults should be at any single selling location.
- Always wash your hands minimum of 20 seconds. (Refer back to the germ video).
- Use hand sanitizer regularly, especially after customer transactions.
- Clean surfaces frequently with a disinfectant wipe or hand sanitizer.
- Assign one individual to handle all money transactions. And one to handle all popcorn.
- Use Signs to help inform customers you're fundraising and provide directions for safe interactions between Scouts and customers.
- Do not shake hands with customers and maintain social distance to them as well as any other booth participants.
- Do not have open food or drinks in the area. Do not share drinks, cups or utensils. There is high potential for spread of the virus to these items.
- If you have to sneeze or cough do it away from the booth and other people. Remember to sneeze or cough into your elbow.
- When possible, avoid engaging with anyone exhibiting symptoms.



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!



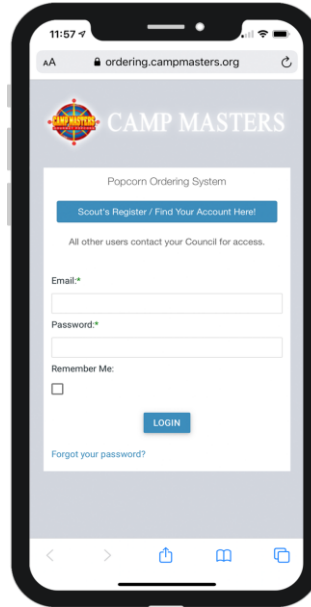
CAMP MASTERS APP

SCOUTS, PARENTS & LEADERS

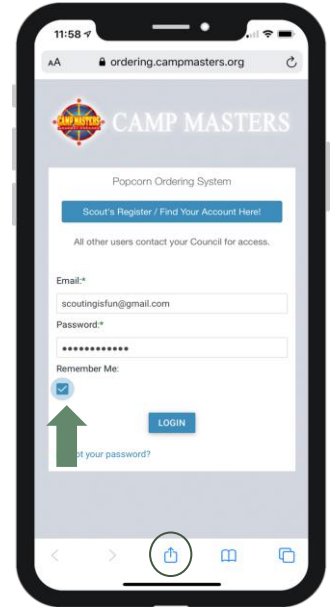
Follow these instructions to easily create a CAMP MASTERS app icon on your smartphone.



Open Safari
Chrome on Android

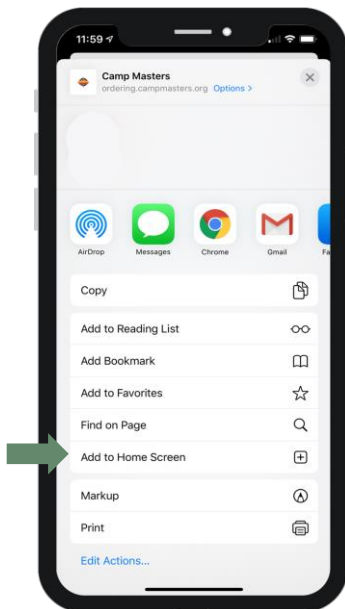


Go to
ordering.campmasters.org/Account/Login

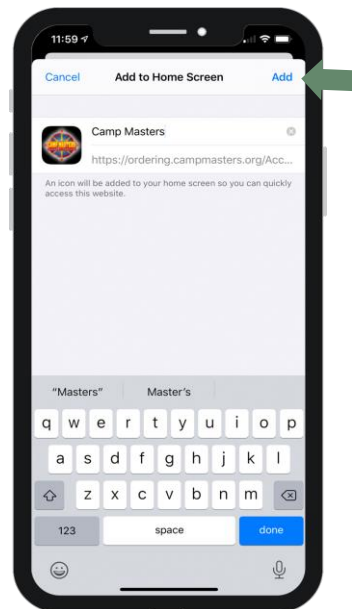


Enter your login and click
"Remember Me" then Login

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.



Prefer the phone?
Call to register: 877.387.5640

How will you use PayAnywhere?

**As a Business**
Require sales of goods or services
you sell income from.

**As an individual**
For occasional use like a garage sale
or the sale of a household item.

If you do not have a TIN,
use the "Individual" tab
to apply for an account.

Information about you, the principal of the company

First name:	<input type="text"/>	Address:	<input type="text"/>
Last name:	<input type="text"/>	Suite / Apt #:	<input type="text"/>
Email:	<input type="text"/>	Zip code:	<input type="text"/>
Phone number:	<input type="text"/>	<input checked="" type="checkbox"/> This is the same as the business address	
Birthday:	<input type="text"/>	Please create a password:	<input type="text"/>
Last 4 digits of SSN:	<input type="text"/>	Confirm password:	<input type="text"/>

Select "Non-Profit" +
"Charities & Nonprofits"
+ "Fundraisers."

Be sure to write down
your password. You will
use it to log in to the
PayAnywhere app and
PayAnywhere inside.

Information about your company

We are a:	<input type="text"/>	Total monthly CC sales:	<input type="text"/>
Industry:	<input type="text"/>	Average ticket amount:	<input type="text"/>
Business type:	<input type="text"/>	We have been in business for:	<input type="text"/>
DBA name:	<input type="text"/>		
Federal tax ID:	<input type="text"/>		

Select "<\$25,000."

☐ I have read and agree to the [Terms and Conditions](#)

CREATE ACCOUNT

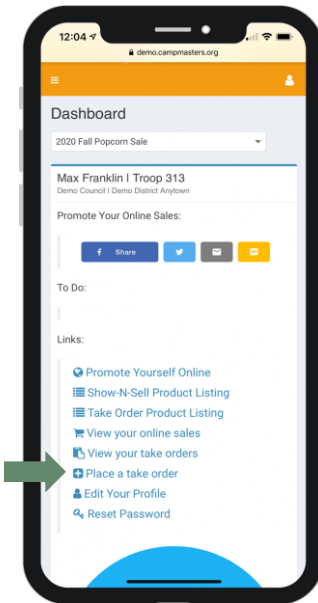
This site and your information are protected by SSL encryption.



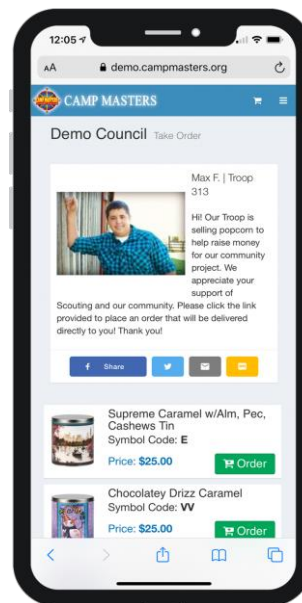
TAKE ORDERS ON THE GO

SCOUTS, PARENTS & LEADERS

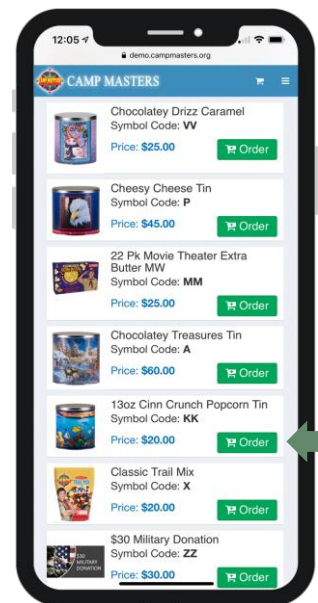
Follow these instructions to easily take orders and payment on your smartphone.



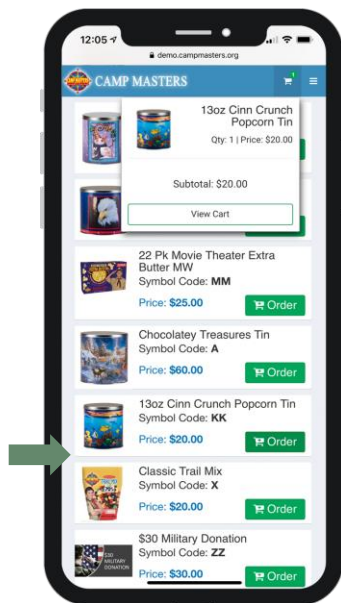
Click "Place a Take Order" from the dashboard



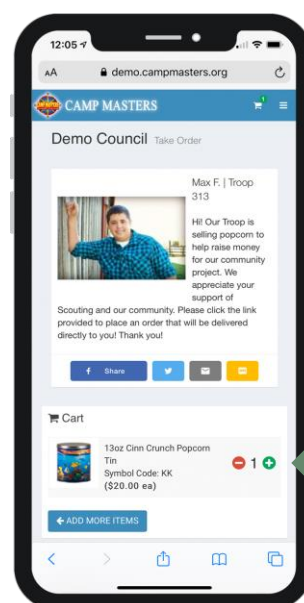
This will take you to the products page.



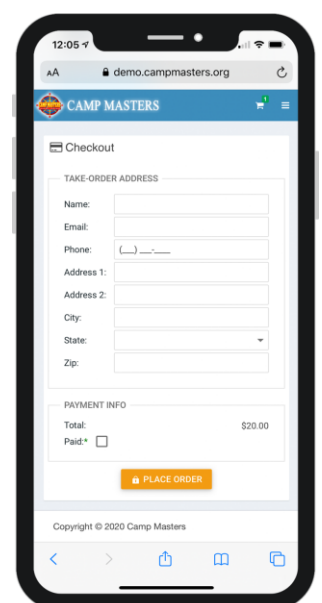
Scroll down to find the requested product. Then click "Order" to add the item to the shopping cart.



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.



CAMPMASTERS
GOURMET POPCORN

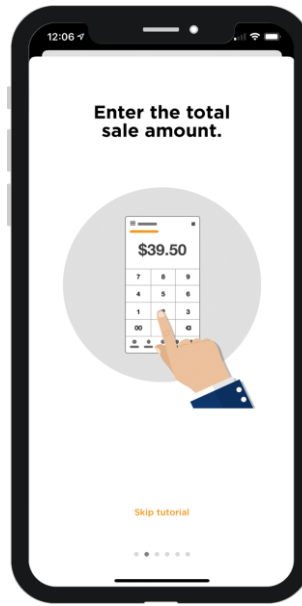
TAKE ORDERS ON THE GO

SCOUTS, PARENTS & LEADERS

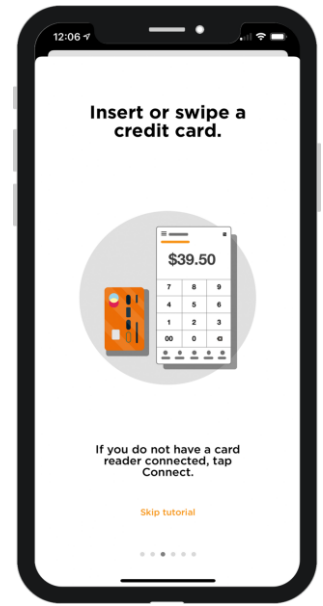
Follow these instructions to easily take orders and payment on your smartphone.



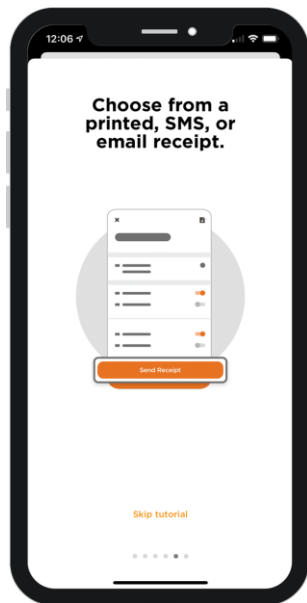
Return to your home screen and open the PayAnywhere app.



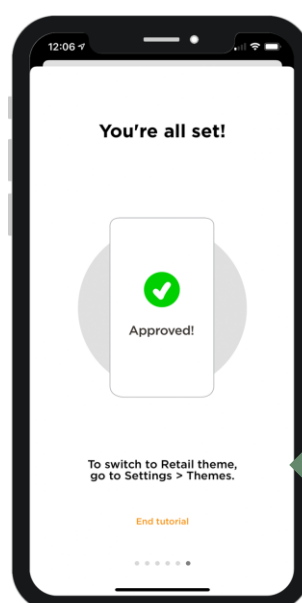
Enter the total charge.



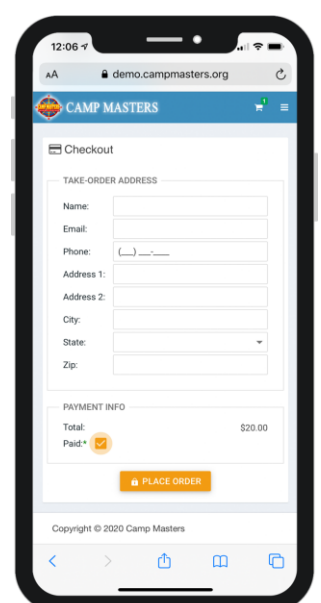
Insert or swipe the credit card depending on your reader type..



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.



CAMP MASTERS
GOURMET POPCORN

WRAPPING UP YOUR SALE

We are so glad to partner with you this year to FUND YOUR ADVENTURE and ensure your Scouts get a great program. Know we are here to help every step of the way and if you need to contact us please do so.

Email

popcorn@okscouts.org

Phone

918-392-1231

Facebook Group

@incpopcornteam

Webpage

www.okscouts.org/popcorn

www.campmasters.org

Scout Resource Center

4295 South Garnett

Tulsa OK 74146

Warehouse Location

Premier Logistics

13445 E 59th St

Tulsa, OK 74146

