



August 2018

The following Rules apply to the Show & Sale Popcorn Drive.

1. The San Francisco Bay Area Council representative should be consulted on locations used to sell Popcorn. If a location to sell popcorn could be considered in conflict with BSA core values, please consult your Council popcorn representative. Contact your District Popcorn team for ideas of locations.
2. You should contact units in your immediate area prior to approaching a business to be used as a location, in order to insure that location or business has not already been contacted, and just has not made the list yet, or has not already said “no” to our inquiries. This could avoid an unpleasant response and surely will keep us from unduly bothering of the managers of businesses in our area. If you make positive contact with a store that will allow you to sell, advise them that other units may come and ask. Please authorize the store manager to share your number with other units in order to prevent double booking of a store.
3. The Popcorn Sale is an approved Boy Scout fundraiser. All fundraisers are required to be approved through the Council prior to implementation, in order to activate your Unit Boy Scout Insurance in case of an accident, much the same as receiving a Tour Plan. The Popcorn Fundraiser is automatically approved for insurance purposes and you are not required to notify the Council prior to using a location. The recharter packet contain a statement of insurance that can be provided to the store as proof of coverage.
4. In line with the previous rule, no Unit is permitted to sale other items while participating in the Popcorn Sale event, this means no supplemental items for sale like water, hot dogs, candy, car wash, garage sale items etc. The Council will not approve other fundraiser items while selling popcorn, since this will dilute your sales of the popcorn product.
5. Show up on time at your sale location; bring a card table or other reasonable mobile item to display your product. Units across our Council have indicated that sales go up when Scouts are not sitting in chairs, but rather standing and greeting people as they walk by. Bring an assortment of all items available for your sale in order to maximize your opportunity to sell product and in order to show consistent product availability for sale to the public. This primarily relates to the three or four least costly items on the list. **Do 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.**
6. Set-up near the exit door to the business or the location specified by the business. At least one adult should be present at the location at all times. The scout or an adult must notify the counter staff inside upon arrival so that they are aware of your presence and you must notify them of your departure. Remember to THANK them for allowing us to be there.
7. At minimum, greet the customers cordially as they enter or exit the location. The Scouts are not allowed to leave their booth area during their time to sell, they should never enter the store, except in the case of an emergency. **This includes approaching customers in the parking lot, gas pumps, etc. This behavior is not tolerated** by our business partners and will result in us losing a location immediately. The Scout is there to sell popcorn exclusively; they are there to represent their Unit and the Boy Scouting organization. They must act accordingly at all times. **The Scout and adult will wear their full Class A uniform at all sales times.** Show off your patches, wear your patch vests, wear your merit badge sash, these are all great attention getters and conversation starters.



8. **Do not badger customers. Do not chase customers into the parking lot. If the customer ignores you, leave them alone and do not cause the customer to complain to the store management.**
9. Remove all empty boxes from the location after your sale. Leave no trash behind, “Leave no Trace”.
10. Be careful with your money, and how you store it on-site. Bring plenty of one’s, five’s and ten’s as change for large bills. Each individual Unit needs to decide whether to accept checks, cashing the checks will be your responsibility as a Unit. Bring your Square up reader for Credit Card transactions.
11. Donation jars are permitted for the “Military Popcorn Program” program. These donations will buy popcorn for the program during the Take Order phase. The unit will receive commission on that amount. All donations of any kind are to be converted to popcorn sales for ‘Military Popcorn Program” or charity of choice. Units cannot solicit donations as this is a violation of the BSA rules for a scout to ask for a direct donation.
12. The schedule for BART popcorn locations will only list Unit numbers. It will not identify Dens or patrols individually. Please try to sign up as soon as possible, but do not reserve so many spaces that others do not have a chance to sell at that location too. Everyone should have the opportunity to sell. Some stations will be more popular than others, do not limit yourself to just the station closest to you.
13. You must abide by the BART permit rules supplied with the BART permit. You must have a paper or digital copy of the permit with you at the BART station. You must sign up for the station you are at on Sign-up Genius.
14. Spread the wealth around, this event will be successful for everyone, there are many more customers out there than Unit and/or boys participating so let’s cooperate with each other and have fun.



CAPITOL AREA COUNCIL

BOY SCOUTS OF AMERICA

District Popcorn Chair Contact information

DISTRICT	KERNEL(S)	PHONE	EMAIL
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Bee Cave	Position Open – Contract Area Executive, Mike Hanley		
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