

**PLEASE READ \*\* PLEASE READ \*\* PLEASE READ**  
**COOKIE CUPBOARD Instructions - 2018 Sale**

**Dublin Cupboard:**

Lakshmi Puthanveetil  
8098 Brittany Drive  
Dublin  
925-354-8436  
CRSUdublincookiecupboard@gmail.com

**Pleasanton/Sunol Cupboard:**

Patty Frankson  
5622 San Antonio Street  
Pleasanton  
925-462-2128  
CrossroadsCookieCupboard@yahoo.com

Again this year, all Crossroads troops will be using the ebudde cupboard feature. When you need cookies, you will go into ebudde and place a pending cupboard order with your cupboard. First, log into your troop's ebudde. Go to TRANSACTIONS and then ADD A TRANSACTION. Enter the date you want to pick it up, as well as what you want. Remember, you CAN check out mixed cases but we can only give out cookies in lots of 12. To the right of the 2<sup>nd</sup> party cupboard spot, there is a dropdown menu. The Dublin cupboard is listed as AL – Crossroads LP (3092). The Pleasanton/Sunol cupboard is listed as AL – Crossroads PF Cup (3091). When you're done, save it. We are automatically sent an email from ebudde that you have placed an order and we will have it ready when you said you will be here. IF something happens and we won't have your cookies, we'll email you back.

The cupboards will get cookie deliveries on Wednesdays and Fridays during the sale as needed. **To guarantee your cookies, your orders need to be entered into ebudde at least 72 hours prior to the delivery date prior to your pick up.** *For example – If you want to pick up cookies on February 15, which is a Thursday, your cookies will be delivered to the cupboard in their delivery on Wednesday, February 14, SO you would need to have your order placed by Sunday evening, February 11.* Orders not entered by the “guarantee deadline” of 72 hours will be filled on a first come, first ordered basis. Please do not come to the cupboards to pick up cookies without placing an order in ebudde!!! EVER!

Council rule - We CAN NOT take back mixed cases, NOR can we exchange mixed cases for whole cases.

Please see **PAGE 15** of your manual for the councils **return policy** for cookies. Short and to the point – Cookies picked up in your original order, BEFORE 2/5 and AFTER 2/20 ARE NOT RETURNABLE AT ALL!!

If you have any cupboard questions during the sale, please email your cupboard at the above email address. If you have questions that can't be answered via e-mail, feel free to call us between 8 a.m. and 8 p.m. If you are at a booth sale and run out of product, please feel free to call, even if the cupboard is closed. If we are home and available, we will be happy to have you come and get more of what you need, if we have it in stock and available.