

MOBILE SHOP REQUEST FORM

If you are having an event with 60 or more Girl Scouts we would like to bring the Girl Scout Council Shop to you! Please submit this form at least **6 weeks prior** to planned event date: **GSNEO – Girl Scout Shop, One Girl Scout Way, Macedonia, OH 44056, ypaulus@gsneo.org or fax 330-467-1901.** Requests will be scheduled with a staff or volunteer, as available, to attend your event with merchandise appropriate for the age level(s) and event type.

Troop/Group # _____ Program Level D B J C S A Service Unit _____

Requestor's Name _____ Girl Scout Position Title _____

Address _____

Street

City

Zip

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address _____

Number of girls expected _____ Number of adults expected _____

Type of Event _____

(Explain on reverse if more room is needed - Be specific!)

to be held on _____ at _____

Date

Place (provide directions on back if necessary)

between _____ and _____

Start

End

Preferred time of mobile shop _____

Preferred type of merchandise to be available _____

Will tables be provided for set up of merchandise and transactions? **Y** (*preferred*) **N**

Requestors Signature _____

Date Submitted _____



Helpful Hints:

- Remember to let your girls and parents know about the mobile shop well in advance so the girls and parents will have money to spend.
- If your leaders need to place orders for other items and want to pick them up at the event, we encourage pre-orders by calling 800-852-4474 x.0435 or email shop@gsneo.org.
- If you do not receive an e-mail confirmation or a call by one of our shop or UB employees within one week of submitting your request please call our Lead Shop Coordinator 800-852-4474 x.0509.

Thank you! We look forward to servicing your event in the near future.