

 **Girl Scouts.**  
**MOBILE SHOP REQUEST FORM**

If you are having an event with 25 or more Girl Scouts we would like to bring the Girl Scout Council Shop to you by providing a mobile shop! Please submit this form to the Retail Shop Manager at least 2 weeks prior to planned event date: **GSNEO – Girl Scout Shop, One Girl Scout Way, Macedonia, OH 44056, [shop@gsneo.org](mailto:shop@gsneo.org) or fax 330-467-1901.** We will schedule a staff member or volunteer 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**

\_\_\_\_\_  
Requestor's 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 330-983-0408.

Thank you! We look forward to servicing your event in the near future. If you have any questions, feel free to contact the Retail Shop Manager at 330-983-0408 or by email at [shop@gsneo.org](mailto:shop@gsneo.org).