

STORE SCHEDULING GUIDELINES

and Frequently Asked Questions



How to schedule store selling times...

Please read carefully. All Site Coordination will be conducted through the Camp Fire Office. Listed below are important guidelines that must be followed. **No exceptions.**

1. What is a Store Shift?

Each year we request permission from grocery stores and other businesses to allow our youth to sell at their store fronts to help earn their way to summer camp and other incentives. **Store Shifts are two hours in length and begin at 10:00 am and end at 8:00 pm,** depending on the permission granted to our council by individual stores.

2. When may I schedule a store shift?

BEGIN SCHEDULING: 7:00 am, Tuesday, January 19

CALLING HOURS: Prior to fundraiser: 8:30 am - 5:00 pm, Monday – Friday
During the fundraiser: 8:30 am - 5:00 pm, Monday - Friday
9:00 am – 12:30 pm, Saturday (during the fundraiser only)

3. How do I schedule a store shift?

PLEASE NOTE: ALL CALLS WILL GO TO VOICE MAIL. BE SURE TO LEAVE A MESSAGE. CALLS WILL BE RETURNED IN THE ORDER RECEIVED!

- Beginning January 19, sellers may schedule two 2-hour shifts for the 1st week of the fundraiser and two 2-hour shifts for the 2nd week of the fundraiser.
- Review the list of stores on the reverse side of this sheet. There is a different phone extension for each selling area. Select the store you want to schedule and press the appropriate extension when calling in. Note: All calls will go directly to a voice mail box. When you call, leave your name, your contact phone number(s), the seller's name. All calls will be returned in the order received.
- When calling, DO NOT press another extension to try to reach a person. This will only put you further down in the call order—please leave a message. If you receive a busy signal, please hang up and try again. Your patience on the first day of scheduling is very much appreciated.
- Please have your choice(s) of stores ready when the Site Coordinator calls you back. If you are not prepared, the Site Coordinator has been instructed to ask you to call again. **Due to the large volume of telephone calls, each caller must be prepared.**
- Plan ahead. We have limited telephone hours and want to make sure you are able to get into a store. Make sure to call at least 2 days before you want to sell at a store. We will help you find an available store in your area.
- Leaders--due to call volume, the Site Coordinator will not allow you to book shifts for multiple members of your club. Please have parents call. Remember--sites may change at any time due to store or manager request.
- No more than 2 shifts may be scheduled at an individual store by a seller or family—maximum of 4 hours per store per day.

4. When can I schedule more store shifts?

- Beginning February 2, sellers may schedule as many shifts as desired for the 3rd week of the fundraiser, as well as any remaining available shifts during the 1st and 2nd weeks.
- Call the Site Coordinator in advance if you must cancel a scheduled shift. Another seller may be able to use this shift.
- Please do not reserve more than one store during the same time slot, regardless of the location of the store. No double-booking!
- To sell at any of the stores, you must call the assigned number & extension to schedule a shift--sorry, no exceptions!

PLEASE NOTE: All sites are tentative. Approval from corporate offices and individual store managers is currently in process. Store managers also have the choice to change days/dates at any time, for any reason. This is beyond Camp Fire's control.

To sell at any of the stores listed below, you **MUST** call the assigned number and extension to schedule a shift....

Sorry, NO EXCEPTIONS!

If a store you want to sell at is not listed below, you may contact the store manager individually to make arrangements to sell. You may only sell between February 13 – March 7, 2010 with candy in-hand.

North Spokane Area	
747-6191 ext. 25	
Albertson's:	1617 W. Northwest Blvd 9001 N. Indian Trail Rd 6520 N. Nevada St 12312 St. Hwy 395
Fred Meyer:	525 E. Francis Ave. 12120 N. Division St.
Hastings:	1704 W. Wellesley
Rosauers:	9414 N. Division 715 S. Fir (Deer Park) 1724 W. Francis Ave.
Safeway:	1616 W. Northwest Blvd. 3919 N. Market St. 933 E. Mission Ave. 902 W. Francis 2507 W. Wellesley 10100 N. Newport Hwy.
Wal-Mart:	9212 N. Colton (N. Pointe) 2301 W. Wellesley
Yokes:	3321 W. Indian Trail 810 S. Main St (Deer Park) 14202 N. Market 210 North Foothills

South Spokane & Cheney Areas	
747-6191 ext. 17	
Albertson's:	3010 E. 57th 510 E. 37th Ave
Fred Meyer:	400 S. Thor
Hastings:	2512 E. 29th Ave.
Huckleberry's:	926 S. Monroe St.
K-Mart:	4110 E. Sprague Ave.
Rosauers:	907 W. 14th Ave. 1808 W. 3rd Ave 2610 E. 29th Ave.
Safeway:	2509 E. 29th Ave.
Super 1 Foods:	830 E. 29th
Trading Co.:	4235 S Cheney-Spokane Rd
Wal-Mart:	1221 S. Hayford Rd
Yokes:	12825 W. Sunset Hwy
Cheney Stores: (Airway Heights)	
Cheney Trading Co:	4 Cheney-Spokane Rd
Mitchell's IGA:	116 W. 1st
Safeway:	2710 First St.

Spokane Valley Area	
747-6191 ext. 31	
Albertson's:	1304 N. Liberty Lake Rd. 8851 E. Trent Ave. 13606 E. 32nd Ave.
Fred Meyer:	15609 E. Sprague Ave.
Hastings:	15312 E. Sprague Ave.
Rosauers:	10618 E. Sprague Ave.
Safeway:	1441 N. Argonne Rd. 14020 E. Sprague Ave. 1233 N. Liberty Lake Rd.
Trading Co.:	13014 E. Sprague Ave.
Wal-Mart:	15727 E. Broadway Ave.
Yokes:	15111 E. Sprague Ave. 9329 E. Montgomery

Coeur d'Alene Area 509-747-6191 or 800-386-2324 ext. 41			
Coeur d'Alene		Hayden Lake	
Albertson's:	220 W. Ironwood	Albertson's	161 Prairie Ave
Fred Meyer:	560 W. Kathleen	Super 1	240 W. Hayden Ave
K-Mart:	201 W. Neider Rd	Rathdrum	
Safeway:	1001 N. 4th 121 Neider Ave	Stein's IGA	16102 N Hwy 41
Super 1	305 W. Kathleen	Super 1	15837 N. Westwood
		Post Falls	
		Super 1	805 E. Polston Ave
		Trading Co	1501 E. Seltice Way
		Wal-Mart	3050 E. Mullan Ave

REMEMBER TO DO THE FOLLOWING AT YOUR STORE LOCATION:

- All youth **must** be in uniform. Adults—wear a “Candy Sale” sticker. Pick one up from your Candy Chair.
- Limit shift to 4 youth and at least 2 adults at all times (for safety, youth/adult ratio guidelines **must** be followed).
- Prepare an attractive display. Use a Camp Fire poster and arrange a display of candy. The name Camp Fire USA should be clearly visible. Keep sales area neat and tidy.
- Arrive on time. Make the transition of shift changes smoothly and quietly. Provide your own table and chairs.
- Do not block entryway.
- Be sure to have small bills to make change.
- Cheerfully approach people as they are leaving the store. Let them know what you are selling and ask them to purchase. Remain near your sales area so you don't lose a sale!
- Explain to your purchasers why you are selling candy. *“Will you help send me to camp and buy some Camp Fire Candy?”*
- **Always** smile and say “thank you” whether they buy candy or not.
- Don't forget to thank the store manager when you leave. You could even prepare a thank you card/note.
- Call the Site Coordinator if you must cancel a scheduled shift as soon as possible. Someone else may wish to use your time.

Store Sales Time Confirmation

Site Coordinator: Camp Fire Office Phone: 509 747 6191 Ext:

Stores that I have scheduled:

Date
Day
Store
Time

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