girl scouts
diamonds of arkansas,
oklahoma and texas

Pop-Up Shop Request Form



Event Name:		Event Date:		Event Start/End Time:			
Event Theme:		Event Loc	cation:				
Location Address:			City:		State: Zip:		
Service Unit Region:	Central	Northwest	Midwest	Southwest	Northeast	Southwest	
Service Unit Name and Nu	mber: _						
Service Unit/Event Contac	Contact Number:						
Contact Email:							
How many girls are you ex	pecting?_	Wh	at are their gr	ade levels?			
How many adults are you	expecting'	?(tot	al guest atten	dance must be 1	00+ people)		
What type of merchandise	e selection	would you like	to request for	your pop-up sh	op? (Check all	that apply.)	
Level Specific Items: Daisy		Level Speci	fic Items: Junio	or Level S	Level Specific Items: Senior Level		
Level Specific Items: Brownie		Level Speci	fic Items: Daisy	y Specifi	Specific Items: Ambassador		
Non-Mission Critical (Fu	Adult Volur	Adult Volunteer Specific Items Other:					
Additional Merchandise	Request De	etails:					
						_	
Would you like to pre-order items in advance?							
Item Number Item		n Description	Iter	Item Quantity		Item Size	
	+						
Notes of Importance:							
Forms are due to retail@giiThe retail team considers s		o .	0 1			staff travel time	
regarding all requests. Not date.	all requests	will be approved. I	Event contacts w	ill be notified a mir	imum of 15 days	prior to the event	
Additional Staff Notes: (set-u	r/outdoor location, etc)		Date Received	d:	_ By:		
				Approved	Denied		
				Tio chi loadioii I			