

On Line Ordering Instructions

www.Trails-End.com

SCOUTS / FAMILIES:

1. at www.Trails-End.com click on the **SCOUTS** button at the bottom of the page
2. Upper right corner click on **CREATE AN ACCOUNT**
3. Under Create New Account enter: a) **unit type**, b) **unit number**, c) **zip code**, and d) **birth date**
4. The system will then ask for parent / guardian name and email address
5. click **SUBMIT**

The next page that loads should show your a) council, b) unit, c) chartering organization. Profile info is next - after this step you're done! You will be asked to enter:

1. email address (which will become the user name)
2. confirm email address
3. password
4. confirm password
5. first name
6. last initial
7. #1 parent / guardian first name
8. #2 parent / guardian first name
9. BSA #
10. country

You're done! Now you can sell online to family and friends coast-to-coast!

LEADERS:

1. At www.Trails-End.com click on the **LEADERS** button at the bottom of the page
2. Upper right corner of the next page click on **VIEW ONLINE SALES**
3. Next page is where you log in or **CREATE A NEW ACCOUNT**. To create a new account, do the following:
 - a. Enter validation code (which is "popcorn" - all lower case letters)
 - b. First name
 - c. Last name
 - d. Email address (which will become user name)
 - e. Create password
 - f. Confirm password
 - g. Select account type (Unit Leader)
 - h. Select Council Name by typing in the first few letters of the council. A list of councils will pop up, **CLICK ON YOUR COUNCIL TO POPULATE FIELD**. You cannot type in your council name here; you must click on the council listed!
 - i. Click **CREATE ACCOUNT AND LOGIN**

LEADERS: You may now look at your unit's online sales!
FYI - Only scouts that have **SIGNED UP TO SELL ONLINE** will appear in the reporting. If they have not opted in to sell, they will not be listed.

Furthermore - all online sales tracking will be through the website - **THE POPCORN SYSTEM IS NOT LONGER UTILIZED TO TRACK ANY ONLINE SALES ACTIVITY.**

COMMISSION RATES & ONLINE PRIZE PROGRAM

STANDARD COMMISSIONS NATION WIDE:

- 30% to the unit
- 30% to the council
- 10% to the scout in the form of online scout rewards*
(Amazon.com electronic gift card)

* A scout must sell to \$250 ONLINE to qualify for the gift card. Once he achieves this level of sales, 10% return on all sales going forward.

No matter what amount is sold online, the unit still earns 30% of every \$ sold.

ONLINE PRIZE PROGRAM:

- Online sales do **NOT** count towards the traditional prizes found in your Family Sales Guide
- Online sales have **A SEPARATE PRIZE PROGRAM** called Scout Rewards. This is the online AMAZON gift card. 10% return on all retail sales once a scout sells \$250 online (minimum requirement).
- Online sales **DO COUNT** towards the Trail's End National Prizes: The Scholarship Program and the \$50 Wal-Mart Gift Card for \$1500 in sales.