girl scouts
of the desert southwest
southern new mexico
& west texas

Annual Troop/Group Financial Report

June 15th to Service Unit

This report is required in order to continue operating as a troop/group for the next Girl Scout membership year. Complete this report and submit to your service unit manager or treasurer. Troop/Group ledger, copies of all bank statements and all receipts MUST be attached. Please keep a copy for your records (hold for one year).

Covering Period ___/___/___ to ___/___/___ Troop #_____ Region _____ Service Unit # _____

Leader Name (01) _____ Phone _____ E-mail _____

Level(s): Daisy ☐ Brownie ☐ Junior ☐ Cadette ☐ Senior ☐ Ambassador ☐ # of Girls_____ # of Volunteers_____

Name of Bank _____ Account Number _____ Debit Card: Yes ☐ No ☐

Address _____ City/State/Zip _____

INCOME

BEGINNING BALANCE

1. GSUSA Registration Dues _____
2. Product Sales Deposits
   a. Total Fall Product Deposits _____
   b. Total Cookie Sale Deposits _____
3. Troop/Group Dues _____
4. Other _____

TOTAL INCOME (lines 1-4) _____

EXPENSES

1. GSUSA Registration Dues _____
2. Take Action Projects _____
3. Product Sales
   a. Fall Product (total ACH Debit to Council) _____
   b. Cookies (total ACH Debit to Council) _____
4. Program Books (Journeys, etc.) _____
5. Activities/ Events/ Camping/Program _____
6. Insignia (uniforms/badges/patches/pins) _____
7. Troop Administration (copies, stamps, etc.) _____
8. Adult Learning (trainings) _____
9. Other _____

TOTAL EXPENSES (lines 1-9) _____

BALANCE SUMMARY

Total Income _____

\- Total Expenses _____

= Balance _____

Attach a separate page explaining what plans your troop/group has for the remaining balance.

BALANCE CARRYOVER *You must receive approval from GSDSW Council in order to carryover a large troop/group balance to the next Girl Scout year.*

ALL AUTHORIZED BANK SIGNERS MUST READ AND SIGN THIS REPORT

Print Name (holds debit card)	Signature	Position	Date
Print Name (receives bank statements)	Signature	Position	Date
Print Name (holds checkbook)	Signature	Position	Date