



2023 Cookie Program Caregiver Collection Form

Complete this document when a caregiver does not pay for their Girl Scout's cookie order by specific deadlines. Remember, girls do not go into collection; caregivers do. **Do not pay for cookie collections from troop proceeds.**

To proceed with an official collection, the following documentation is required: signed MY2022-23 Annual Health History Form (permission slip), signed receipts showing product received/returned, signed receipts for monies collected and/or any other relevant information required for a parent collection (such as text messages and/or emails).

Mail completed form and documentation to:
GSNYPENN - Attn: Troop Banking
226 Colonial Drive, Horseheads, NY 14845

Completed collections not accepted after Monday, May 1, 2023

Questions? Email troopbanking@gsnypenn.org

SU Name/Number:

5-Digit Troop Number:

Date:

Troop Leader/Troop Cookie Manager:

Email:

Phone:

First & Last Name of Caregiver with Balance Due:

Email:

Phone:

Girl Scout's First & Last Name:

Mailing Address:

City:

State:

Zip:

TOTAL NUMBER OF PACKAGES GIRL SOLD*:

***This value must equal what the caregiver has signed for.**

TOTAL VALUE OF COOKIES (@\$5.00/PACKAGE): \$

TOTAL AMOUNT CAREGIVER PAID: \$

BALANCE DUE (AMOUNT OF COLLECTION): \$

DOCUMENT ALL ATTEMPTS TO CONTACT – USE ADDITIONAL PAPER IF NEEDED:

Date

Spoke with

Result of conversation
