

This report is due: June 30th. Please submit to your regional Girl Scout Center.

Troop Financial Report

Section 1

Line 1 **For one year from** _____ **Month and Year** _____ **Month and Year**

Check Type **Initial/New (only complete section 1 & 2 and lines 33 & 34)** **Updated** **Year End** **Disbanding (complete questions on back)**

Line 2 Service Unit Name and Number: _____ Troop#: _____

Leader: _____ Grade Level of Troop/Group: _____ # of Girls: _____

Section 2

Line 3 As of _____ (date) our Troop/Group has \$ _____ deposited at the _____ Bank in the name of Girl Scouts of Western Ohio. Bank account # _____ bank routing # _____

Troop/Group current bank statement must be attached (not necessary for PNC and 5/3). Your troop funds must be deposited at a bank.

You must also fill out the GSWO Finance Information Form on the GSWO website. This form is required every year even if the troop banking information has not changed.

Section 3

Line #	Income	Amount	Line #	Expenses	Amount
4	National Registration Dues: -paid to troop	\$	21	National Registration Dues- paid by troop	\$
5	Events	\$	22	Events	\$
6	Trips	\$	23	Trips	\$
7	Outdoor/Camping	\$	24	Outdoor/Camping	\$
8	Donations made to troop. List on back	\$	25	General Expenses-supplies, etc.	\$
9	Troop/Group Dues:	\$	26	Program Supplies-crafts, etc.	\$
10	Fall Product Sales-should match the Me2 Trophy Nut software	\$	27	Service Learning and higher awards	\$
11	Cookie Sale-should match eBudde proceeds _____ Less cookies not sold _____ boxes x \$5 or \$6 depending on variety	\$	28	Earned recognitions, badges and patches	\$
12	Troop Digital Dough-from GSWO activities	\$	29	Uniforms	\$
13	Other Money Earning projects-list on back	\$	30	Other Expenses-list on back	\$
14	Other income-list on back	\$	31		\$
15		\$	32	TOTAL EXPENSES (add lines 21-31)	\$
16	INCOME SUB-TOTAL (add lines 4-15)	\$	Signers on the account Please print names of signers on account. 33. Signer #1: _____ 34. Signer #2: _____		
17	Beginning Balance: (ending balance from last year's report)	\$			
18	Total Income (add lines 16 & 17)	\$			
19	Expenses (from 32):	\$			
20	Ending Balance: (subtract line 19 from line 18)	\$			

35 Signature of person preparing report: _____ 36 Date: _____

Please attach a copy of the most recent bank statement if you don't bank at PNC or Fifth Third. Mail or deliver your report to a regional Girl Scout Center or email to finance@gsw.org or customercare@gsw.org.

PLEASE RETAIN A COPY FOR YOUR RECORDS

If your troop is disbanding, do you have girls who want to remain in Girl Scouts?

If your troop is disbanding, how are you spending the balance of your funds?

If your troop is disbanding, have you closed your bank account? Yes No

Please attach a copy of your bank statement showing you have closed the account or email it to finance@gsw.org when you have closed the account.

Line 8: Donations:

Line 13: Other Money Earning Projects:

Line 14: Other Income:

Line 30: Other Expenses: