

GIRL UNPAID FUNDS FORM 2025 GIRL SCOUT COOKIE PROGRAM

This form is used to notify Girl Scouts Carolinas Peaks to Piedmont (GSCP2P) of an amount owed to the troop by a girl.

- All signed (by parent/guardian) cookie/money receipts are attached (originals to the council- make copy for your own records).
- Completed/signed Parent Permission Form is attached.
- Form is complete and will be submitted to the GSCP2P by April 2, 2025.
- I have read and understand the Girl Unpaid Funds Procedures (*located on the council website*).

Signature of Troop Leader/Troop Cookie Manager:

Troops who submit Girl Unpaid Funds Forms beyond April 2, 2025, will not be reimbursed per our Girl Unpaid Funds Procedures; however, GSCP2P will assist the troop with collecting the unpaid funds and the troop will then only receive reimbursement if the amount due is paid by the girl/parent.

Troop/Girl Information

Troop Number: _____ Service Unit: _____ Date: _____

Form Completed By: _____

Phone Number: _____

E-mail Address: _____

Girl Scout Name: _____ Home Phone: _____

Parent/Guardian Name (who signed Parent Permission Form):

Work Phone: _____ Cell Phone: _____

Complete Street Address: _____

Complete Mailing Address: _____

Parent/Guardian E-mail Address: _____

Place of Employment: _____

Total number of packages sold by girl: _____

Total amount owed to troop: _____ Total amount paid to troop: _____

TOTAL AMOUNT PAST DUE: _____

Please explain the circumstances and at least three attempts made to collect money. *(Be sure to include the dates contact was made, method of contact [phone, written, in person and any other relevant information]. If reason for non-payment was given, please specify. Is there intent to make payment? Use back of the paper if needed.)*

ALL signed cookie/money receipts and Parent Permission Form must be attached!

**RETURN FORM TO:
GSCP2P
Attn: Finance Department
208 Union Square, Suite 101
Hickory, NC 28601**