girl scouts
carolinas peaks
to piedmont

GIRL UNPAID FUNDS PROCEDURES
2027 GIRL SCOUT COOKIE PROGRAM

If a Girl Scout has an outstanding balance to the troop at the conclusion of the Girl Scout Cookie Program and the troop leadership is requesting council assistance on collection of the funds, the following must be submitted to the Girl Scouts Carolinas Peaks to Piedmont (GSCP2P) Product Program Team by the established deadline by the Troop Cookie Manager or troop leader:

- Completed Girl Unpaid Funds Form.
- All receipts pertinent to the girl's cookie transactions, both for cookies received and any monetary transactions. Originals must be submitted, no copies. Make copies for your own records before submitting to the council.
- Parent Permission Form (completed and signed by parent/guardian).

If all the above items are not submitted by the deadline or the girl is not a registered member of Girl Scouts Carolinas Peaks to Piedmont (GSCP2P), the troop will not receive reimbursement per procedures below.

Troop Reimbursement

Council staff will verify all information above is complete and legible, the girl with the outstanding balance is a registered Girl Scout with GSCP2P, and the troop has paid the council in full. Once all information is verified, GSCP2P will reimburse the troop a partial amount of outstanding money owed by the parent/girl - the troop profit from the outstanding balance will be deducted. Reimbursement will be in the form of a council check or an ACH credit to the troop account. The troop should expect reimbursement no later than May 30, 2027.

Examples of troop reimbursements for troops who <u>did not</u> sell at least 100 items during the Fall Product Program are as follows:

If outstanding balance is for 50 packages, the following is a breakdown of how funds will be reimbursed to the troop:
50 X $5.15 (if troop option was $.85 per box troop profit) = $257.50 reimbursement
50 X $5.10 (if troop option was $.90 per box troop profit) = $255.00 reimbursement

Examples of troop reimbursements for troops who sold at least 100 items during the Fall Product Program are as follows:

If outstanding balance is for 50 packages, the following is a breakdown of how funds will be reimbursed to the troop:
50 X $5.10 (if troop option was $.85 per box troop profit) = $255.50 reimbursement
50 X $5.05 (if troop option was $.90 per box troop profit) = $252.50 reimbursement

Troops that submit receipts in question (appear to have been altered), have multiple scratch outs, or are not legible will not be reimbursed unless payment or repayment agreement can be collected from parent/guardian by the council.

Reimbursement to the troop by the council does not indicate payment received by the girl unless reimbursement is full value of unpaid funds. If there is successful collection of the unpaid funds in full, the council will reimburse the troop profit minus any collection expenses.

ACH Withdrawal Information
The council will withdraw the full amount owed to GSCP2P via ACH withdrawal (including the girl's outstanding balance) on withdrawal dates noted in the Troop Handbook. If the troop does not have sufficient funds to cover the full amount, the troop MUST submit the Troop Unavailable Funds Form by the deadline to postpone or modify the amount withdrawn by the council. (See also Financial Procedures and Guidelines in the 2027 Troop Handbook.)

Deadline for Submission of Girl Unpaid Funds Form to the Council
The Girl Unpaid Funds Form must be received by the council's Product Program Team no later than March 31, 2027. Troops that submit late forms for girl unpaid funds will not be reimbursed per the Girl Unpaid Funds Procedures listed above; however, GSCP2P will assist the troop with collecting the unpaid funds. The troop will then only receive funds if the amount due is paid by the girl/parent.

Girl Rewards
The council is not obligated to issue, replace/reissue, substitute, or refund the value of any girl rewards to any girls with balances due to the troop or the council beyond March 31, 2027.