

Troop Financial Report

Form #108 • 03/19 • page 1 of 2

Each troop is required to submit a report of all monies which pass through its treasury each year. The troop leaders and troop treasurers have an important responsibility in the careful management and accounting of the troop money.

Requirement: This *Troop Financial Report* and the most recent bank statement must be submitted to your service unit treasurer by **June 30**. Please maintain copies of this form, all receipts and bank statements, and a *Detailed Bank Activity Record* (form #107) (or other financial tracking tool) for your own records. If you have any questions, please contact your service unit treasurer or staff liaison.

Troop #	Service Unit #	_ Covers period t	from	to	0
Number of all registered a	adults in troop		Number of all	registered girls _	
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Bank

Section 2 - Income and Expenses

Section 1 - Troop Information

Income Source			Expenses			
1	Previous balance (should match balance from previous year-end, \$0 if new troop)	\$	1	GSUSA membership dues paid	\$	
2	GSUSA membership dues collected	\$	2	Bank charges	\$	
3	Troop dues collected	\$	3	Program materials/snacks/crafts	\$	
4	Fall Product Program profits (nuts, candy, magazines)	\$	4	Insignia/recognitions (patches, badges, pins)	\$	
5	Cookie Program profits (should match eBudde balance)	\$	5	Program activities (day/overnight trips, council- sponsored programs, service unit events, etc.)	\$	
6	Other money-earning profits	\$	6	Service projects	\$	
7	Donations (cookie booth donations, etc.)	\$	7		\$	
8	Cookie/Nut Credit reimbursements (funds requested from council, see form #238)	\$	8		\$	
9		\$	9		\$	
10		\$	10		\$	
11		\$	11		\$	
12		\$	12		\$	
	Total Income \$ Total Expenses \$					

Troop Financial ReportForm #108 · 03/19 · page 2 of 2

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Total Income (all items in firs	et column)	\$	
Total Expenses (all items in	second column)	\$	
Total Income – Total Expe	enses = End of Year Balance	\$	
Last Bank Statement Bala	ANCE (last statement used for report)	\$	
DIFFERENCE (Could consist of	f outstanding checks or deposits. Please list below.)	\$	
Section 3 - Troop Pla	ns		
If End of Year Balance exceed	ds \$250, share the troop's Plan for <u>Unused</u> F st estimate (i.e. "planning for trip to Great Wolf		etc.).
		\$	
		\$	
		\$	
		\$	
Requesting Changes for	Troop Bank Account		
 If your troop has a change 	e in leadership and/or needs to change signers request authorization paperwork.	on the troop bank account, co	ntact your
	ers can be any unrelated adults in the troop. Al a background check, and take online training r nce.		
Section 4 - Troop Sig	natures		
compliance with GSOSW pol	are troop treasurers and have accepted the re icies; including depositing troop funds in a tim- avoiding overdraft and keeping accurate reco	ely manner, reviewing monthly s	statements
Name of the individual comp	oleting this Troop Financial Report		
Phone	Email		
A minimum of two troop bar	nk account signers must review and sign off or	ı this report:	
Printed Name	Signature of 1st Signer		Date
Printed Name	Signature of 2nd Signer		 Date