



Service Unit/Troop/Group Monetary Gift Acceptance Form

Donations in the amount of \$250 or more and any donation of any amount requiring a tax-deductible statement from Girl Scouts Heart of the South will require this form to be completed and sent to Girl Scouts Heart of the South. Mail form prior to distribution of funds to: **Fund Development Department, Girl Scouts Heart of the South**. Please attach all documentation pertaining to the gift – letter, application, check, etc. – to this form. All donations must be reported on the appropriate year-end financial report for the service unit or troop/group.

Service Unit _____ Troop/Group# _____ Grade _____

Leader _____ Email _____

Phone: Home _____ Work _____ Cell _____

Address _____

City _____ State _____ Zip _____

Gift Amount: \$ _____

Gift Date: _____

Purpose of Gift: _____

Donor(s) Name: _____

Business Name (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax _____

Email: _____

Website (if applicable): _____

I hereby certify that the above-mentioned funds will be used for the benefit of the entire Troop/Group or Service Unit and not for the benefit of a specific individual.

I will comply with the council policies, guidelines and standards outlined under “Managing Group Finances” in Volunteer Essentials.

Name (please print) _____ Position _____

Signature _____ Date _____

For Council Use Date Received _____

Prior Year Financial Report Filed? Yes No

Processed by: _____
Name Signature Department

www.girlscoutshs.org

Columbus, MS: 321 7th St. North, Columbus, MS 39701 | mail: P.O. Box 2492, Columbus, MS 39704 | p: 662.328.1930 | f: 662.327.1806

Corinth, MS: 1901-C S. Harper Rd., Corinth, MS 38834 | mail: P.O. Box 1145, Corinth, MS 38835 | p: 622.287.8321 | f: 662.286.8142

Grenada, MS: 2430 Sunset Dr., Ste. D, Grenada, MS 38901 | p: 662.570.6060 | f: 662.226.0258

Jackson, TN: 1007 Old Humboldt Rd., Jackson, TN 38305 | p: 731.668.1122 | f: 731.661.0011

Memphis, TN: 717 S. White Station Rd., Ste. 2, Memphis, TN 38117 | mail: P.O. Box 240246, Memphis, TN 38124-0246 | p: 901.767.1440 | f: 901.797.2183

Tupelo, MS: 1800 W. Main St., Tupelo, MS 38801 | mail: P.O. Box 1087, Tupelo, MS 38802 | p: 662.350.6043 | f: 662.840.1671