☐ CAREGIVER DEBT

☐ TROOP DEBT

GIRL SCOUTS HEART OF THE SOUTH
2027 COOKIE OUTSTANDING BALANCE

Fill out an Outstanding Balance form for each person who owes money for cookies at the end of the program. Forms are to be submitted through the ACH Shortage Form. The quicker we can begin the collection process the better our chances of receiving payment. No Outstanding Balance Forms will be accepted by the council after **March 24, 2027.** After this date the troop is responsible for payment of the outstanding debt.

SERVICE UNIT:_____ AGE LEVEL:_____ TROOP #:_____

CAREGIVER: _____ GIRL SCOUT(S):_____

STREET ADDRESS: _____ HOME PHONE: ( )_____

CITY: _____ STATE: _____ ZIP: _____ WORK PHONE: ( )_____

EMAIL ADDRESS:_____ CELL PHONE: ( )_____

SOCIAL SECURITY #:_____ DATE OF BIRTH: _____

PLACE OF EMPLOYMENT:_____ PERMISSION FORM ATTACHED? ◯ YES ◯ NO

TROOP COOKIE MANAGER: _____

STREET ADDRESS: _____ HOME PHONE: ( )_____

CITY: _____ STATE: _____ ZIP: _____ WORK PHONE: ( )_____

EMAIL ADDRESS:_____ CELL PHONE: ( )_____

PLACE OF EMPLOYMENT:_____ TROOP MANAGER AGREEMENT ATTACHED? ◯ YES NO ◯

TROOP LEADER (If different from TCM): _____

STREET ADDRESS: _____ HOME PHONE: ( )_____

CITY: _____ STATE: _____ ZIP: _____ WORK PHONE: ( )_____

EMAIL ADDRESS:_____ CELL PHONE: ( )_____

PLACE OF EMPLOYMENT:_____ TROOP MANAGER AGREEMENT ATTACHED? ◯ YES NO ◯

CAREGIVER UNPAID FUNDS

TOTAL NUMBER OF BOXES SOLD _____

TOTAL MONEY DUE TO TROOP $_____

MINUS - PAID ONLINE $_____

MINUS - PAID TO TROOP $_____

REMAINING BALANCE DUE $ $ 0.00

TROOP UNPAID FUNDS

TOTAL TROOP SALES $_____

MINUS - TROOP PROCEEDS $_____

MINUS – ONLINE PAYMENTS $_____

MINUS - PAID TO COUNCIL $_____

MINUS - PARENT UNPAID FUNDS $_____

REMAINING BALANCE DUE $ $ 0.00

PRODUCT/MONEY RECEIPTS ATTACHED: ◯ YES ◯ NO

We **MUST** have proper documentation to pursue collection of outstanding debts. List below all dates and results of attempts to collect balances. Upload this form and **ALL** signed receipts of product or money (permission form, initial order summary, signed receipts, etc.) along with additional communication attempts (text messages, emails, etc.) to the ACH Shortage Form.

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FOR COUNCIL USE ONLY

ORIGINAL BALANCE	AMOUNT PAID	CURRENT DUE	DATE	STAFF	NOTES