



TROOP FINANCE REPORT

Each Troop is required to submit a report of all monies which pass through its treasury each year. The Troop Leader(s) and Troop Treasurer have an important responsibility in the careful management and accounting of the troop money. Please submit to your Service Unit Accounting Coordinator by **June 15th** of each year and retain a copy for your records.

Covers period from _____ to _____
(Month/Year) (Month/Year)

Service Unit _____ Troop Number _____

Level _____ School _____

Number of Girls in Fall _____ Number of Girls as of this Report _____

Checking Account # _____ Saving Account # _____

Name of Bank _____ Name of Bank _____

Signers on the Account: _____

_____ Signers on the Account: _____

Balance in this account is \$ _____ Balance in this account is \$ _____

The date of this balance is _____ The date of this balance is _____

Please List Any Other Accounts:

Continue on back...

INCOME SOURCES			EXPENSES		
1.	Previous Balance	\$	1.	GSUSA Registration Paid	\$
2.	GSUSA Registration Collected	\$	2.	Bank Charges	\$
3.	Troop Dues Collected	\$	3.	Postage	\$
4.	Cookie Profit	\$	4.	Program Materials/Snacks	\$
5.	QSP Profits	\$	5.	Insignia/Recognitions (Patches, Badges, Pins)	\$
6.	Other Money-Earning Projects	\$	6.	Day Trips & Special Events	\$
7.	Insignia/Recognitions	\$	7.	Overnight Trips/Camping	\$
8.	Day Trips & Special Events	\$	8.	Council Sponsored Programs	\$
9.	Overnight Trips/Camping	\$	9.	Service Unit Events	\$
10.	Council Sponsored Programs	\$	10.	Service Projects	\$
11.	Community Events	\$	11.	Permanent Troop Equipment (tents, etc.)	\$
12.	Donations/Sponsorships	\$	12.	Other expenses - Not listed above (please list)	\$
13.	Other Income - Not listed above (please list)	\$			\$
		\$			\$
	Total Income	\$		Total Expenses	\$
Total Income, Items 1-13					\$
Total Expenses, Items 1-12					\$
Difference					\$

Plan for Unused Funds (trips, summer activities, etc. - if applicable)

Please describe:

Be sure to attach a current Bank Statement with this form.

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Account Signer #1 Name _____ Phone _____

Account Signer #1 Signature _____ Date _____

Account Signer #2 Name _____ Phone _____

Account Signer #2 Signature _____ Date _____

Received/Reviewed by _____ Date _____