

Money Tracking Form Cookie Sale



With the Direct Sale Cookie Program, Girl Scouts will be collecting money as they sell cookies. The amount of cash Troops will receive throughout the sale will be very large. For safety reasons we STRONGLY encourage Troops to turn in any funds collected throughout the sale to their local GSDH Office on a weekly or biweekly basis. Please submit any money (checks only please!) Troops have collected to your local GSDH Office or mail checks to the Sioux Falls Office via CERTIFIED Mail. All cash should be deposited into the Troop bank account. When checks are being transferred from the Girl Scout to the GSDH Office, please have each party count the total received sign for the money together.

Service Unit _____

Troop # _____

Money Transaction from/to: *(Signature Required)*

Parent _____ Amount \$ _____ Cash/Ck \$ _____

Leader _____ Amount \$ _____ Cash/Ck \$ _____

CSC _____ Amount \$ _____ Cash/Ck \$ _____

Staff _____ Amount \$ _____ Cash/Ck \$ _____

Other _____ Amount \$ _____ Cash/Ck \$ _____

Notes: _____

By signing this form I acknowledge the receipt and responsibility of these funds and understand any missing funds between parties will be the financial responsibility of the LAST signature on the form. All funds should be turned into Girl Scouts—Dakota Horizons. Funds can be dropped off at any GSDH District Office or mailed via certified mail to:

Girl Scouts—Dakota Horizons
Attn: Product Sales
1101 S Marion Road
Sioux Falls, SD 57106