

A copy of the latest bank statement should be attached to the June finance report.

TROOP/GROUP FINANCE REPORT

Each troop/group is responsible for submitting a summary of all financial activity by Dec 1 and June 1 to the service unit manager.

Line #1 Troop/Group # _____ Service Unit _____
 Leader: _____ Age Level: D B J C S A #of Girls ____
 Line #2 Reporting from (month/year) _____ to (month/year) _____
 **Has a copy of this finance report been given to each member's parent/guardian? Yes No

Line #	Income	Amount	Expense	Amount
3	National Membership Dues	\$	National Membership Dues	\$
4	Juliette Low World Friendship Fund	\$	Juliette Low World Friendship Fund	\$
5	Program Fees (collected)	\$	Program Activity Fees	\$
6	Events:		Events:	
7	Trips:		Trips:	
8	Outdoor/Camping:		Outdoor/Camping:	
9	GIFTs for Girls	\$	GIFTs for Girls	\$
10	Troop/Group Dues (collected)	\$	Service Projects	\$
11	Fall Product Sales	\$	General Troop (office, etc.)	\$
12	Cookie Sale	\$	Program Supplies	\$
13	Other Money Earning Projects (list)	\$	Earned Recognitions	\$
14		\$	Other (specify)	\$
15		\$		\$
16		\$		\$
17	Other (specify)	\$		\$
18		\$		\$
19	TOTAL INCOME (add lines 3-18)	\$	TOTAL EXPENSES (add lines 3-18)	\$

20	Beginning Balance	\$
21	Income (see line 19)	\$
22	TOTAL INCOME (lines 20+21)	\$
23	TOTAL EXPENSES (see line 18)	\$
24	TROOP BALANCE (line 22 minus line 23)	\$

25. Troop/Group Funds are deposited in:

 (Bank Name)

 (Complete Address)
 Account # _____

26. List names on bank signature card:

1. _____ 2. _____
 3. _____ 4. _____

27. Finance records are in the home of: _____ Ph Day _____ Eve _____ Cell _____

Address: _____

28. Signature of person preparing report: _____ Date _____

