girl scouts

Girl Scouts of Wisconsin – Badgerland Council, Inc.
www.gsbadgerland.org 800.236.2710

Membership Area Finance Report

This form is due to your membership specialist bi-annually by ***January 15th and June 15th.***
Please attach a copy of your membership area account register ***and*** *your most recent bank statement* ***or*** *online activity statement for the last 6 months with this form.*

Membership Area #: _____ Month/Year: _____

Treasurer's Name: _____ Day Time Phone: _____

Bank Account #: _____ Type of Account: Checking ☐ Savings ☐

Name of Bank: _____ Address of Bank: _____

Names on Bank Account (Note: There must be at least two non-related, council-approved, and registered adults on each membership area account):

1. _____ 2. _____

3. _____ 4. _____

Beginning Balance: $_____ as of (month/year): _____

INCOME		EXPENSES	
Income:	$_____	Postage:	$_____
Event Fees Collected:	$_____	Photocopying:	$_____
Donations:	$_____	Recognitions:	$_____
Bank Interest:	$_____	Programs & Activities:	$_____
Other (please explain):	$_____	Meeting Supplies:	$_____
	$_____	Bank Fees:	$_____
	$_____	Other (please explain):	$_____
TOTAL INCOME: (including Beginning Balance)	$0_____	**TOTAL EXPENSES:**	$0_____

Ending Balance: $_____ as of (month/year): _____

If the ending balance is greater than $500, please explain your plans for the money: _____

_____

I certify that all information provided on this report is true and complete.

Signature of Treasurer: _____ Date: _____

Signature of Second Volunteer on Account: _____ Date: _____

Keep a copy of this form with membership area records. If leadership changes, this record must be transferred to the new membership area treasurer.

Council Use Only: Reviewed by MS: _____ Date: _____

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