

# Unpaid Funds Collection for Cookie Program



GSEOK 306

Complete one form per caregiver for any Girl Scout with unpaid funds to the troop. Troop Cookie Managers are responsible for all unpaid funds not reported on this form. This form is invalid without supporting documentation. **This form is due to council no later than April 15.**

**Attach documentation:**

- All receipts for cookies and money for this individual
- Copy of form #260F – Girl Member Information
- Any correspondence about payment due

Troop \_\_\_\_\_ Service Unit \_\_\_\_\_

Debtor's Name \_\_\_\_\_ Girl's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

A	Total Cookies Received @ \$6/pkg	
B	Amount Due (A x \$6)	\$ _____
C	Portion Paid	\$ _____
D	Net Amount Due (B - C)	\$ _____

**For Council Use Only**

Date Received \_\_\_\_\_

Amount Due Council \$ \_\_\_\_\_

Amount Due Troop \$ \_\_\_\_\_

- Case Created
- CPC on Hold
- Troop Refunded

Upon Payment

- CPC Released
- Troop Refunded

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Describe the issue and note any efforts to collect:

Is there intent to make payment?  **YES**  **NO** If yes, what are the plans?

Completed by:  **Troop Cookie Manager**  **Leader**

Troop Cookie Manager \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Troop Leader \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_