

UNIT FINANCES

Although Girl Scouts - Foothills Council, Inc. does not encourage units to maintain large amounts of money in a unit account, it is recognized that in some instances (unit events, camporees, dinners, leader recognition, etc.) the unit requires some funding. These funds are to be kept in a unit checking account which follows the policies set forth by Girl Scouts - Foothills Council, Inc. (see chapter 2). The unit STC and/or treasurer is accountable for preparing a budget and submitting a financial statement by June 30 of each year. If a unit does not maintain an account this should be reported to the assigned membership staff member by June 30 of each year.

GIRL SCOUTS - Foothills COUNCIL, INC..	
UNIT/ASSOCIATION ANNUAL FINANCE REPORT	
(Must be submitted to the council prior to release of the cookie bonus)	
Unit Number_____	Association Number_____
INCOME:	Amount
Cash on hand (balance from last year)	_____
Association profit from cookie sale	_____
Other fund raising profit (specify)	_____
From_____	

Profit from unit/association events	_____
Other income (specify)	_____
From_____	

TOTAL UNIT/ASSOCIATION INCOME	A. _____
EXPENSES:	
Unit/Association Equipment & Supplies	_____
Destinations	_____
Events	_____
Other (specify)	_____
From:_____	

TOTAL EXPENSES	B. _____
BALANCE	C. _____ A - B = C
Checking Account #_____	Savings Account #_____
Bank_____	Bank_____
Signature(s) on Accounts:_____	
