Staple Voided Troop check here:

girl scouts of texas oklahoma plains

Deposit Slips and Temporary Checks are not acceptable

2026 – 2027 Product Program
ACH Debit Authorization and Reimbursement Request
All Areas

Service Unit _____ Troop _____

This form is to be used by all GSTOP troops to authorize ACH debit and reimbursement transactions during the 2026-2027 Product Programs (fall/cookie). *If the troop does not have a bank or credit union account with checks, you must attach a Direct Deposit Verification letter from the bank or credit union with the account number and routing number.

Troop acknowledges and agrees that:

1. GSTOP will debit or reimburse the above troop bank account on the dates listed as "Important Dates" for each product program.
2. Troops are responsible for depositing sufficient funds to cover these debits, **allowing three (3) days for deposited checks to clear. (Does not apply to Fall Product Program.)**
3. Troop expressly authorizes GSTOP to repeat any debit that fails for any reason.
4. To avoid NSF fees, ***you must notify area product program staff*** **to reduce the amount that will be debited**. This must be done by **the designated date** that GSTOP sends out via email to Cookie Chair.
5. GSTOP will not reimburse any NSF fees.
6. Troop agrees to work closely with GSTOP to pay all amounts due to GSTOP in any manner agreed to by both parties.
7. Troop agrees to follow procedures on the "2026-2027 Product Program Banking Plan".

GSTOP takes misuse of troop funds seriously. If personal use of troop monies occurs, GSTOP will begin collection procedures, taking legal action, as necessary.

Authorized check signer ***must initial*** the following statement regarding the 2026 – 2027 Product programs.

_____ Troop agrees to the ACH debits of money due to the council for the 2026-2027 Product programs.

THIS AUTHORIZATION MUST BE **SIGNED BY AN AUTHORIZED CHECK SIGNER** FOR THE TROOP.

Signature _____ Date _____

Printed Name _____ Position _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Please list at least 2 signers on the account (must be two registered Girl Scout members and unrelated adults):

1. _____ 2. _____