

Delinquent Account Procedure Form

- Complete this form for outstanding balances not received by Troop Product Manager's stated date to turn in money.
- Attach a copy of the signed Parent Permission Form and signed receipts for any product and payments received.
- Make two copies of this form and all material. One to submit to GSNCA, and one for your troop records.
- Send all these documents to the Product Programs Department <u>cookies@girlscoutsnca.org</u>

SU # (3 digits) Troop # (5 digits) Name: Email Address: Telephone Number: Volunteer Position: Parent Information: Parent Name: Girl's Name: Address: Email Address: Telephone Number: License Number: Starting Balance: Amount Paid: Parent Permission Form submitted online? Delinquent Amount: Yes / No Statement of Attempt to Collect Debt (use separate sheet if necessary)	Name: Email Address: Telephone Number: Parent Information: Parent Name: Girl's Name: Address: Email Address: Telephone Number: Starting Balance: Amount Paid: Delinquent Amount:	Position:
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		Yes / No
		if necessary)

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