

Bank Authority Form

- All troops/groups/service units/clusters must open a bank account upon accumulating a treasury of \$50.
- Bank Authority Forms need to be completed when opening a bank account or anytime there is a change in the authorized signers on the account(s) or bank information. This applies to **all** troops/groups, service units, and program clusters. If there are no changes to account signatories this year, please notify your service unit treasurer.
- There must be three authorized signers (registered Girl Scout member) on the account, one of whom must be a designated service unit team member.
- **Troops and groups:** Please **turn in white and yellow copies** of the Bank Authority Form **to the service unit treasurer** who will forward a copy to council membership staff to be retained for auditing purposes.
- **Service units and clusters:** Please **turn in the white and yellow copies** of the Bank Authority Form directly **to council membership staff** each fall or when there is any change in the authorized signers on the accounts.

Please complete the following information:

Date ____/____/____ Service unit _____

To: _____
(Name of bank)

(Street address)

(City, state, and zip code)

Branch _____ Phone (_____)_____

Re: Girl Scouts, San Diego-Imperial Council, Inc., Troop/Group # _____ Level _____

or Girl Scouts, San Diego-Imperial Council, Inc., _____ Service unit

or Girl Scouts, San Diego-Imperial Council, Inc., _____ Cluster

Account # _____ Checking _____ Savings

Account # _____ Checking _____ Savings

This is your authority to release the balance of this (these) account(s) to: Girl Scouts, San Diego-Imperial Council, Inc.
1231 Upas Street, San Diego, CA 92103-5199

Indicate the signature and phone numbers of all persons authorized to sign checks or withdraw funds:

Signature (troop member) Print name (_____) Phone number

Signature (troop member) Print name (_____) Phone number

Signature (service unit team member) Print name (_____) Phone number