



Girl Scouts®

Girl Scout Council of the Florida Panhandle, Inc.

Tallahassee Service Center ♦ 250 Pinewood Drive ♦ Tallahassee, FL 32303-4838

(850) 386-2131 ♦ (800) 876-9704 ♦ fax (850) 386-2093 ♦ www.gscfp.org

Troop Disbanded/New Troop Leadership

Should you be unable to continue as troop leader, your first step is to find an adult to become the leader for girls who would like to stay in the troop. If you cannot find someone, then disregard the * questions.

TROOP AND LEADER INFORMATION

Troop #: _____ Service unit #: _____ Today's date: _____

*New leader's name: _____ *Daytime phone: () _____

Leaving leader's name: _____ Daytime phone: () _____

Reason for disbanding: _____

GIRL TROOP MEMBERS

Indicate the number of girls in your troop in each age level.

Daisy _____ Brownie _____ Junior _____ Cadette/Studio 2B _____ Senior/Studio 2B _____

Number of girls who wish to continue: _____ They have been placed in troop #: _____

TROOP BANK ACCOUNT INFORMATION

Council Policy: All monies earned are considered troop/group funds and are never refunded to individual troop/group members. When a troop/group disbands, any remaining money is deposited to the Council and is held in trust for one year. If the troop/group is reactivated within one year, the money will be refunded upon request by the service unit manager.

Bank name: _____ Branch: _____

Account #: _____ Balance: \$ _____

- Yes No Bank account has been closed.
- Yes No A check for \$ _____ is attached. Payable to the Girl Scout Council of the Florida Panhandle.
- Yes No ALL girls have been transferred to one troop. \$ _____ has been given to this troop.
- Yes No The troop has closed its bank account and used the funds for: *(Every girl must unanimously vote to do this.)*
- Yes No An annual financial report, to date, is attached

TROOP EQUIPMENT

Records have been given to: _____

Troop-owned equipment has been dispersed as follows: _____

SIGNATURE AUTHORIZATION

Service unit manager signature: _____ Date: _____

Membership staff signature: _____ Date: _____

SUBMISSION INSTRUCTIONS

Send one copy to your service unit manager and one copy to your membership recruitment manager.