



Troop Finance & Activity Report

Your Troop Finance & Activity Report (TFAR) is due annually by **June 30. Troops who do not submit this report by June 30 may not be able to participate in future product sales.** To complete your Troop Finance & Activity Report, please submit the required documents via email to info@gsbadgerland.org.

- Step 1:** Fill out this form completely.
- Step 2:** Attach a copy of all bank statements from the past 12 months or a single PDF of 12 months of transactions created through online banking.
- Step 3:** Attach a copy of your troop’s checkbook register **OR** other detailed troop expense tracking documentation.
- Step 4:** Email all documents to **info@gsbadgerland.org**.

Troop #: _____ Membership Area # or City/Town: _____ Month/Year: _____

Troop Level: Daisy Brownie Junior Cadette Senior Ambassador

Names on Bank Account (At least two non-related, approved, and registered adults on each troop account required):

1. _____ 2. _____ 3. _____

Bank Account #: _____ Bank Routing #: _____

Name of Bank & City Located: _____

\$ _____	+	\$ _____	-	\$ _____	=	\$ _____	as of	_____
Beginning Balance		Money Deposited		Money Debited		Ending Balance		Date
		in the past 12 months		in the past 12 months				

Yes No Does the troop have a savings account? If yes, what is the current balance? \$ _____

If your troop participated in this year’s cookie sale, please answer the following questions:

What did your troop do with any unsold cookies?

- Our troop doesn’t have any unsold cookies.
- Our troop donated _____ boxes to _____ (organization). *Note: Do not include cookie share boxes.*
- We still have _____ boxes left. (You may be contacted to discuss your plan to sell these.)
- Yes No Did your troop submit any parents for delinquency?
If yes, what is the total of outstanding payments? \$ _____

Troop Activities and Achievements

This year our troop:

- Participated in Product Sales and/or other fundraiser. Which one(s)? _____
- Worked on or completed a Journey. Which one(s)? _____
- Earned badges or awards. Which one(s)? _____
- Worked on a community Take Action project. Tell us more: _____
- Visited a business or organization. Which one(s)? _____
- Attended a Council program. Which one(s)? _____
- Attended a Membership Area or community program. Which one(s)? _____
- Attended day/troop camp or visited Council property. Which one(s)? _____
- Requested Financial Assistance for one or more members and are budgeting for their needs for next year.

Our troop plans to: Continue next year Disband/not continue Other: _____

I certify that all information provided on this report is true and complete.

Co-Treasurer 1 Name: _____ Co-Treasurer 1 Signature: _____

Co-Treasurer 2 Name: _____ Co-Treasurer 2 Signature: _____

Keep a copy of this form with troop records. If leadership changes, this record must be transferred to the new troop leader.