



**GIRL SCOUTS OF EASTERN PENNSYLVANIA
SERVICE UNIT FINANCIAL REPORT**

Due annually no later than July 30. Keep a copy for Service Unit files and provide a copy to be kept at the Girl Scouts of Eastern Pennsylvania Headquarters. Attach a copy of the most recent bank statement to this report.

Service Unit Number	Service Unit Name	Person Completing Report	Position	Date of Report

BANK ACCOUNTS:	Checking	Savings/Other
Name of Bank		
Account #		

Authorized Signers on Bank Account	Address (With Zip Code)	Phone Number

SUMMARY OF SERVICE UNIT INCOME AND EXPENSES:

Balance: Previous June 30, _____ \$ _____

Income	Expense
SU Event:	SU Event:
SU Event:	SU Event:
SU Event:	SU Event:
GSEP Checks and Rebates:	Service Project:
GSEP Checks and Rebates:	Service Project:
SU Money Earning:	Recruitment
Community Donations	Equipment
Other	Service Team/Unit Resources
Other	Troop Start Up
Other	Adult Recognitions
Other	Miscellaneous
TOTAL SERVICE UNIT INCOME	TOTAL SERVICE UNIT EXPENSES
\$ _____	\$ _____

BALANCE: (Income – Expense) As of June 30, _____ \$ _____

SIGNATURES:

Role:	Signature	Today's Date
Service Unit Manager		

Thank you for providing this important information needed to comply with organization guidelines.