

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 with the Girl Scouts of Eastern Pennsylvania. Attach a copy of the most recent bank statement to this report.

SU #	Service Unit Name	Person Completing Report	Position	Date of Report

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

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

SUMMARY OF SERVICE UNIT INCOME AND EXPENSES:

Bank Balance: Previous June 30, _____ \$ _____

Income	Expenses
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

BANK BALANCE: As of June 30, _____ \$ _____
Ending balance on SUFR should match ending bank statement balance

Role	Signature	Today's Date
Service Unit Treasurer/Manager		
Service Unit Treasurer/Manager		

ADDITIONAL COMMENTS/NOTES (OPTIONAL)

FOR THE GIRL SCOUTS OF EASTERN PENNSYLVANIA USE ONLY:

Community Engagement Staff	Signature	Today's Date

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