



330 Manor Road
Miquon, PA 19444
215.564.2030
www.gsep.org

To Whom It May Concern:

In order to help facilitate the account opening process, GSEP has created a custom banking resolution to present to the bank which will enable troops to use the council's taxpayer identification number 23-1352309. This custom banking resolution requires at least two signatures: the signature of the volunteer service unit manager or volunteer service unit treasurer, and the signature of a non-related individual, which is traditionally the troop treasurer or troop leader. The volunteers listed on the account will have the authority to endorse checks and orders for the payment of money or otherwise withdraw funds on deposits with this financial institution.

Deposited funds come from multiple sources, including troop dues, activity fees and product sales programs. Each dollar earned is restricted for social and civic activities planned by the girls of each troop. As a majority of the troops maintain limited balances, the purpose of this letter, therefore is to request your assistance in extending non-profit and civic courtesies by waiving traditional finance and service charges as well as supplying certified checks and money orders at no charge. We would also truly appreciate the first set of checks for free of charge. Also, all accounts elect to Opt-Out of all advances from Debit Cards, Checks or ACH transactions.

The individual presenting this letter should bring with them a copy of the Corporate Resolution dated 8/15/2023 and signed by the current officers. Each individual/signer on the account must provide their contact phone number, driver's license, and social security number to the bank for identification purposes.

Should you have any questions regarding the accompanying resolution or opening an account for your troop, please do not hesitate to call Jeanette R. Berstein, Accountant, at 215- 564-2030.

On behalf of the Girl Scouts of Eastern Pennsylvania, Inc., I sincerely appreciate all you do for Girl Scouts!

Respectfully,

A handwritten signature in black ink that reads "Michael Vanic". The signature is written in a cursive style.

Michael Vanic,
Chief Financial Officer
Girl Scouts of Eastern Pennsylvania, Inc.

**Girl Scouts of Eastern PA, Inc.
Corporate Resolution
Authority to Open a Non-Profit Checking Account**

Name of Bank _____ Branch _____

_____ New Account OR _____ Existing Account – Account Number _____

_____ Change of signers _____ Change of Address

I hereby certify that I am the duly elected and qualified Board Chair of Girl Scouts of Eastern PA, Inc., a 501C(3) organization. A meeting of the Board of Directors of the Corporation was held in occurrence with the bylaws in Montgomery County, Pennsylvania on May, 6 2023 and RESOLVED, THAT the Board of Directors of Girl Scouts of Eastern PA, authorizes designated volunteers to open and maintain deposit accounts on behalf of the specific subordinate unit (troop/group/service unit) following the policy in place. The designated signers are not authorized to conduct any other business on behalf of the Council or to access any accounts the Council may maintain at the bank except those specific to their subordinate unit. The Board of Directors of the Girl Scouts of Eastern PA, Inc. has determined that the troop may open an account with the Corporation ID# 23-1352309 under the following conditions:

1. Account shall be established as "Girl Scouts of Eastern PA, Troop xxxxx or SU xxx"

Troop # _____ Service Unit # _____
Troop Leader or Service Unit Team Address: _____
Address/P.O. Box _____
City, State, Zip _____
Troop Leader or Service Unit Manager Phone Number _____

2. Under the policy of Girl Scouts of Eastern PA, Inc., at a minimum, two signers (the Troop Leader and the Service Unit ("SU") Manager or SU Treasurer) must be set up as signers on the account. At most, the following four persons are authorized by the Corporation to sign checks, drafts and orders for payments on said account:

Name (print)	Title	Signature
_____	Troop Leader	_____
_____	Co-Leader/Treasurer or other non-related individual	_____
_____	Service Unit Manager	_____
_____	Service Unit Treasurer	_____

3. Only one signature is required on checks.
4. One or two debit card(s) per troop or service unit may be issued upon request.
5. Controls must be established to ensure funds cannot be transferred between Troop or Service Unit bank accounts and personal banks accounts.
6. A representative of Girl Scouts of Eastern PA Inc. is authorized to access or close the account upon presentation of a request on council letterhead.



Nicole LeVine, Board Chair

In witness whereof, I have executed my name as Board Chair of the above named Corporation on this 15th day of August 2023.



Kim Fraites Dow, Chief Executive Officer