



Girl Scouts®

Disbanded Troop/Group Report

Girl Scout Council of the Mid-South's Disbanded Troop Policy: Funds and equipment of disbanded troops/groups are the property of the Girl Scout Council of the Mid-South and will be returned to the keeping of the council. If reorganization of the troop/group does not take place within 18 months, the resources will be used by the council in the interest of Girl Scouting.

This form should be completed by a service team member or existing troop/group leader and submitted to the field executive whenever a troop disbands.

Definition of a disbanded troop: A troop is considered disbanded when girls and leaders decide not to continue or when new leadership cannot be recruited.

Instructions:

1. Gather troop resources, i.e. handbook, leader's guide, Council Guide, Safety-Wise, Leader's Digest, etc., and financial records. If account has been closed, be sure to cut or shred all blank checks.

If it is likely that the troop will reorganize in the near future, also pack/store other reusable equipment, i.e. scissors, first-aid kit with the troop resources.

Otherwise, recycle troop equipment, and consumable supplies, i.e. markers, glue, craft supplies, etc., to other troops in your area.

2. Inventory the items that are being stored and note how you distributed other equipment and supplies on this form and forward it to your field executive.

Note: The Annual Troop/Group Financial Report must be completed each year by June 30 and prior to a troop's disbanding.

Troop # _____ Service Unit _____ Level D Br Jr. C Sr. Other

Leader of Disbanding Troop/Group's Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____

Membership Year troop was last registered: October _____ through September _____

Troop # _____'s treasury balance of _____ has been forwarded by check cash to the Girl Scout Council of the Mid-South with this form.

There is no troop treasury balance, and account # _____ at _____ has been closed.
(financial institution)

The troop equipment to be stored is as inventoried on the back of this form, and is being turned over to the following staff member: _____ or stored at _____

Other items were recycled as follows:

Leader of Disbanding Troop/Group's Signature _____ Date _____

Service Team Member's Signature _____ Date _____

Phone _____

For Office Use Only: Acct. 9999 Disbanded Troop
Field Exec Review _____ Date _____