



Service Unit # _____
Troop # _____

AUTHORIZATION for DRAFT (ACH DEBIT/CREDIT)

I (we) hereby authorize GIRL SCOUTS OF MIDDLE TENNESSEE, hereinafter called "COMPANY", to initiate electronic **debit /credit** entries to Girl Scout Troop # _____ account indicated below and the financial institution named below, hereinafter called "FINANCIAL INSTITUTION". I (we) acknowledge that ACH transactions I (we) authorize to Girl Scout Troop # _____ account must comply with all applicable law.

Attach a blank check or a copy of check to this form for verification purposes.

Financial Institution

Financial Institution's Address

Routing Number

Account Number

Type of Account: _____ Checking _____ Savings

- 2017 Fall Product Program.**
I understand the council will debit this account on **November 6, 2017**. I agree to deposit sufficient funds into this account by **October 28, 2017** to cover the ACH debit. I understand the dollar amount of the debit withdrawal is dependent upon the amount of nut/candy and magazine items sold by the troop as detailed on the Troop Order Report. Council will notify troops of money to be withdrawn on **November 2, 2017**. This form must be submitted to the Council Product Programs Department by **August 31, 2017**.

- 2018 Cookie Product Program.**
I understand the council will debit this account on **February 15, 2018** for \$1.75 per box of cookies received on the Girl Scout Troop Initial Cookie Order. I agree to have sufficient funds into this account by **February 13, 2018** for the first withdrawal. Council will notify troops of amount to be withdrawn on **February 6, 2018**. Second withdrawal on **March 12, 2018** will be the entire balance remaining due to the Girl Scouts of Middle Tennessee for Girl Scout Cookies received by the troop. I agree to have sufficient funds into this account by **March 10, 2018** for the second withdrawal. Council will notify troops of money to be withdrawn on **March 8, 2018**. This form must be submitted to the Council Product Programs Department by **August 31, 2017** (December 15, 2017 for new troops).

(Note: For varying amounts the company must send, based on the *NACHA Operating Rules*, written notification of the amount and the date on or after which the transfer will be debited at least ten calendar days in advance of the debit. If the date varies, the *Rules* state that the Originator must send the Receiver notification of new date at least seven calendar days in advance of the debit.)

This authority is to remain in full force and effect until Company has **[received written notification from Troop Leader(s) to describe your process for revocation of the authorization]** of its termination in such time and manner as to afford Company and Financial Institution a reasonable opportunity to act on it.

Print or Type Individual Name (Girl Scout Troop Leader(s))

Signature (Girl Scout Troop Leader(s))

Date

This authorization for draft and the authorization for direct deposit on the back must be completed and in the Product Programs Department no later than August 31, 2017. Deliver or send by fax/scan/email to productprograms@gsmidtn.org.