



TROOP REFUND FORM PRODUCT PROGRAM ELECTRONIC REIMBURSEMENT

The troop leader completes the form and emails the required documentation by the deadline date to their service unit product program manager.

Troop refund policy: (Only electronic reimbursement is available.)

- Cookie Program and Fall Product Program:
 - If the troop overpaid the amount due council by more than \$12.
- **Exception - troops participating in only the online program will be reimbursed amounts under \$12.**

Program (check one) Cookie Program Fall Product Program

Service Unit _____ **Troop#** _____ **Date** _____

Troop Leader Name _____

Address _____

City/State _____ Zip _____

Email _____

Phone (home) _____

(cell) _____

TROOP REFUND CALCULATION

Amount due council \$ _____

Less amount paid council \$ _____

Refund due troop \$ _____

The following items must be attached:

Proof of Payment:

- ePayment payment confirmation email or receipt from GS Service Center

Electronic Reimbursement to Troop Bank Account
ATTACH A COPY OF A TROOP VOIDED CHECK

TROOP BANK NAME _____

TROOP ROUTING NUMBER (9 digits)

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TROOP BANK ACCOUNT NUMBER

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Form Completed By _____
(print name)

Phone _____