



**GirlScoutsofCentralandWesternMassachusetts**  
**413-584-2602 gscwm.org**

Worcester Service Center:  
 81 Gold Star Boulevard, Worcester, MA 01606-2813  
 Fax 508-852-7674

Holyoke Service Center:  
 301 Kelly Way, Holyoke, MA 01040-9683  
 Fax 413-536-1383

**Request for Troop Money-Earning Activity**

This form is to be used by troops which would like to hold money-earning activities in addition to the council-sponsored Fall Product and Cookie Sale Programs.\* A specific need for the additional income must be indicated on this form and approval must be received prior to holding the proposed money-earning activity. Please send this completed form to the Worcester Service Center (or drop off at any of our council service centers) at least three weeks prior to your proposed money-earning activity. The form must be filled out completely in order to be considered. *To submit this form electronically, save the file to your computer then attach in an e-mail to Melanie Leboeuf mleboeuf@gscwm.org*

Troop #: \_\_\_\_\_ Service Unit: \_\_\_\_\_

Program Level:     Brownie         Junior         Cadette         Senior         Ambassador

Leader/Service Unit Manager: \_\_\_\_\_ Home Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Additional Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Reason for your money-earning activity: \_\_\_\_\_

Did your troop participate in the most recent Fall Product and Cookie Sales?     Yes     No - If not, why not: \_\_\_\_\_

*Troop Budget*

Total cost for planned troop/group activity:	\$ _____	Estimated income for this
Amount already saved for activity:	\$ _____	money-earning activity:    \$ _____
Difference (amount still needed):	\$ _____	

Description of Money-Earning Activity: \_\_\_\_\_

Adult leading activity (if different than above): \_\_\_\_\_

Certified First Aider(s): \_\_\_\_\_

Destination: \_\_\_\_\_ Destination Address: \_\_\_\_\_

Number of registered Girl Scouts participating in this activity:    \_\_\_ Girls \_\_\_ Adults    Date of activity: \_\_\_\_\_

List other money-earning activities held/anticipated during the current (2018-2019) program year:

Activity and Date: \_\_\_\_\_ Estimated Income: \$ \_\_\_\_\_

Activity and Date: \_\_\_\_\_ Estimated Income: \$ \_\_\_\_\_

\_\_\_\_\_ (initial) I have checked *Volunteer Essentials* and the *Safety Activity Checkpoints* to ensure this activity meets all requirements (If this is a high risk activity, as listed in *Volunteer Essentials*, an Activity and Travel Form must be completed and attached).

\_\_\_\_\_ (initial) A registered and CORI'd Girl Scout volunteer, who has completed appropriate training, is leading the girls in this activity (refer to *Volunteer Essentials* to review required trainings).

*We have read Volunteer Essentials – Managing Group Finances*

Signature of Girl (Troop President/Treasurer/etc.): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Troop Leader: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Fund Development: \_\_\_\_\_ Date: \_\_\_\_\_

\* Supplemental money-earning activities cannot be conducted during council-sponsored product sale programs (i.e. Girl Scout Fall Product Sale and Girl Scout Cookie Sale) *if they compete with these programs*. Events such as car washes and pancake breakfasts are permitted – review Guidelines for Troop/Group Money-Earning for full details.