



Girl Scouts of Central Texas Concession Money-Earning Application

This application is meant for troops/girls wanting to work a concession booth in order to earn money for travel expenses. Approved applications are valid through September 30th of the program year in which approval is granted. Money earned will be paid directly into troop/group bank accounts by Girl Scouts of Central Texas (GSCTX) staff.

Instructions:

- After completing, submit application to Service Unit Director (SUD) 4+ weeks before starting to work at a concession booth
- SUD reviews application and forwards to GSCTX Financial Office for final approval
- GSCTX Membership Development Executive (MDE) will maintain a copy of the approved/denied application

TROOP/GROUP INFORMATION		
Troop/Group Leader's Name: _____	Best Phone #: _____	
Email Address: _____		
Troop/Groups #: _____	Service Unit: _____	
Age Level(s): <input type="checkbox"/> Brownie <input type="checkbox"/> Junior <input type="checkbox"/> Cadette <input type="checkbox"/> Senior <input type="checkbox"/> Ambassador		
TREASURY INFORMATION		
Current Balance of Checking Account: \$ _____ + Cash on Hand \$ _____ = Total \$ _____		
Fall Product Program proceeds earned \$ _____ Cookie Program proceeds earned \$ _____		
MONEY EARNING INFORMATION		
Describe travel plans: Approximate date of travel, where traveling, and total cost: _____		
Describe other money-earning activities, if applicable: _____		
Estimated profit: \$ _____		
ACKNOWLEDGEMENT OF REQUIREMENTS & SIGNATURE		
<i>Checked items below indicate that I will comply or have complied with the requirements.</i>		
<input type="checkbox"/> I have attached a troop/group budget financial plan.		
<input type="checkbox"/> I have attached a roster of troop/group members who plan to participate in concessions (including members whose parent(s)/guardian(s) plan to participate in concessions on behalf of their Girl Scout). During each program year, all troop/group members listed must sell a minimum of 5 Nut/Candy items (paper or online) during Fall Sale and must achieve a minimum per girl average (PGA) of 185 packages of cookies during the Cookie Sale. Failure to meet these minimums will result in a suspension of Concession Money-Earning privileges from March 1 of the current program year through September 30 th of the following program year.		
<input type="checkbox"/> I have read Volunteer Essentials, Chapter 5, § "Additional Group Money-Earning Activities".		
<input type="checkbox"/> I will ensure that all adults working understand that money earned is to be used for current girl members or for adult chaperones traveling with the troop/group. Money will not be paid to individuals unless it is a reimbursement for expenses pertaining to trip. Money earned will not be paid to individual for personal use or gain.		
<input type="checkbox"/> I will report all money earned through concessions on the year-end Troop/Group Financial Report.		
<input type="checkbox"/> I understand that my troop bank accounts may be audited by the SUD or GSCTX Financial Office at any time.		
<input type="checkbox"/> I will ensure that all adults working hold current a Texas Alcoholic Beverage Commission (TABC) certification and will be instructed that they are to handle all alcohol orders. Any girl working a booth will only be allowed to take orders and money. Girls will not be allowed to touch, service, or move any of the beer or wine served at the concession booth.		
<input type="checkbox"/> I will ensure that all adults have the required trainings: Food Handler certification, TABC certification, and GSCTX Concession Stand training.		
<input type="checkbox"/> I understand and will not allow any girl to work any concerts.		
_____ Troop/Group Leader Signature		_____ Date
SIGNATURES		
<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____	_____	_____
	SUD Name (Print)	Signature
		Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____	_____	_____
	CFO Name (Print)	Signature
		Date

Concession Money Earning applications are approved by the Service Unit Director and the GSCTX CFO.

List the first and last names of each girl participating in **Concession Money-Earning** here. If parent(s)/guardian(s) plan to participate in Concession Money-Earning, you must provide their first and last names in the adjacent column.

	Girls Name	Names of Parent(s)/Guardian(s)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		