



GSNI Girl Scout Membership

Electronic Gift Card Code (e-code) Reimbursement Request form

Expired e-codes will not be accept by council.
 Electronic Gift Card Codes (e-codes) that expire April 1, must be submitted by March 23.
 Please plan accordingly.

It is imperative these e-codes are entered as soon as possible after they are received by the Troop Leader. If they are not processed in a timely matter, it is possible the e-code could be used elsewhere. If that happens, it will be the Troop Leader's responsibility to work with the family to resolve the issue and collect the funds.

Date of Request		Date Needed		Troop Leader Requesting	
Service Unit		Pay to		Email	

Reimbursements will be distributed by direct deposit into the troop's account.

Total Amount: \$		Purpose of GSNI Electronic Gift Card Code (e-code) reimbursement: <u>Renewal Girl Membership</u>
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Electronic Gift Card Codes (e-codes) can ONLY be used towards a Girl Scout's program/camp/event fee or membership. It cannot be used towards any adult program/camp/event fees, adult membership or towards payment of purchase of Girl Scout Cookies or Fall Product. If used as payment for a GSNI program/camp/event that is cancelled, the e-code will be reloaded with the appropriate funds as a refund. No cash will be issued.

Number	Member First Name	Member Last Name	e-code number	Indicate Cashew Cash (CC) Cookie Dough (CD) S'more Dough (SD)	e-code expiration date	Amount of e-code to be redeemed
1						\$
2						\$
3						\$
4						\$
5						\$
6						\$
7						\$
8						\$
9						\$
10						\$
11						\$
12						\$
13						\$
14						\$
15						\$
16						\$
17						\$
18						\$
19						\$
20						\$
21						\$
Total Amount of e-codes -->						\$

Troop Leader Signature _____
 Date _____

If multiple pages, manually
 add and enter
 Total Amount of all e-codes.--> \$

Please return to any Girl Scout of Northern Illinois Resource Center or email a scanned copy to customercare@girlscoutsni.org.
 Complete ALL information requested on this form, including email address.

Internal office instructions: Scan all requests into an email and send to the correct Member Support Specialist. Then follow the GSNI Electronic Gift Card Code reimbursement procedure.

Budget Managers Approval: _____ Finance Approval: _____
 Charge to: 10-2140-320-_____