

# Troop Disband Form

If your troop disbanded this year, complete the following:

Troop #:	
Month:	
Year:	

**Reason for troop disbanding:**

<input type="checkbox"/>	Lack of adult leadership
<input type="checkbox"/>	Lack of girl members
<input type="checkbox"/>	Girls bridged to become adult Girl Scouts
<input type="checkbox"/>	Reorganized/combined with troop # <input type="text"/>
<input type="checkbox"/>	Other (please specify): <input type="text"/>

**Status of other troop resources:**

<input type="checkbox"/>	Supplies and equipment were disbursed by troop prior to disbanding.
<input type="checkbox"/>	Supplies and equipment were not disbursed and are listed below:
<input type="text"/>	
These supplies/equipment are located with:	<input type="text"/>

**If a troop disbands**, the girls are encouraged to use existing money prior to disbanding (year-end celebration or donation to local charity). Money is not to be given to individual girls or adults. If funds are left, the money is to be turned over to the council. The Troop Disband Form needs to be submitted to the council within 30 days of disbanding along with any remaining funds.

**If a troop splits or merges**, the funds are to be divided proportionally to the number of girls in each new troop. For example, a troop of 35 girls splits into two distinct troops of 17 and 18 girls respectively. The original troop has \$350 in its treasury. Divide \$350 by 35 girls = \$10 per girl. The funds are then distributed accordingly to the new troops: \$170 to the new troop of 17 and \$180 to the new troop of 18 girls. If ALL girls from one troop merge into another troop all the funds from the old troop are to be transferred to the new troop.

**If a girl transfers to a new troop**, the funds in the troop account are to be divided proportionally to the number of girls in the troop (see scenario above for If a troop splits) at the time the girl leaves the troop. The check is to be payable to the new troop, not the girl or parent.

**If a girl leaves a troop and becomes a Girl Scout Juliette**, the funds are to be divided proportionally to the number of girls in the troop (see scenario above for If a troop splits). Juliette's are not allowed to have checking accounts so the troop is to send a check to the council with a completed Juliette Program Credit Deposit Form. The form can be found on [www.girlscoutsrv.org](http://www.girlscoutsrv.org) under Forms + Documents. Juliette program credits will be mailed to the girl. See Juliette Girl Scouting: A Resources for Mentors for more information.

**Bank Account Information:**

<input type="checkbox"/>	*Account has been closed—attached copy of bank statement showing zero balance
<input type="checkbox"/>	Funds have been disbursed to new troop or merged troop

\* It is the responsibility of the signers to close the account. The council does NOT have authority to close accounts and collect any remaining funds.  
Remit to: Troop Finance Specialist, Girl Scouts of Minnesota & Wisconsin River Valleys, 400 Robert Street S., St. Paul, MN 55107