

Terms of Agreement for Electronic Payments 2017 GSGATL Cookie Program

The signer of the 2017 GSGATL Cookie Program Electronic Payment Authorization Form must be an authorized signer on the Troop's checking account. The terms of agreement below authorizes GSGATL to withdraw funds for the sole purpose of collecting the amount due to council for a Troop's participation in the 2017 Girl Scout Cookie Program. The account information being provided shall not be used for any other purpose beyond reconciling the amount due for this program.

- The signer of the 2017 GSGATL Cookie Program Electronic Payment Authorization Form agrees that GSGATL must be paid in full by electronic withdrawal initiated by Council.
- Troops are responsible for depositing sufficient funds into their identified Troop account to cover all necessary debits/withdrawals.
- All monies debited/withdrawn will ONLY be in the amount due to Council, leaving all Troop proceeds intact.
- Confirmation of balance due/amount to be withdrawn will be sent to the signatory signing this agreement along with any secondary party (if identified on the form) at least five days prior to the scheduled withdrawal to ensure notification of debits to the Troop's account are conveyed in writing.
- GSGATL will debit/withdraw funds from the troop bank account in two separate withdrawals outlined in the schedule below:
 - **March 13, 2017** = 50% of the Troop's Initial Cookie Order* minus all Digital Cookie deposits captured in eBudde as of March 1, 2017
**The amount owed to council for the Initial Cookie Order will only account for physical cookies picked up at Count N Go.*
 - **March 30, 2017** = Amount to be withdrawn will be for the remaining balance due to council identified in eBudde as "Amount You Owe Council"
- All updates to eBudde for successful withdrawals will be visible within 3 to 5 business days of the withdrawal on the Troop's Sales Report tab.
- In the event the Troop is due a credit, GSGATL will use the banking information provided to credit/return any monies due to the Troop.
- All withdrawals will take place on the scheduled date – no exceptions. GSGATL will not be responsible for any banking fees that may be associated with declined withdrawals/transactions or insufficient funds. The Troop agrees to work closely with GSGATL to pay all amounts due to Council in any manner agreed to by both parties and expressly authorizes GSGATL to repeat debits that fail for any reason.
 - If funds are not available during the initial withdrawal (March 13, 2017), a \$30 late fee will automatically be incurred by the Troop. This additional fee will be added to the total due GSGATL and paid to council on any subsequent withdrawals.
 - If all funds for the total amount due to GSGATL (which includes the added \$30 late fee) are not secured in the final withdrawal, March 30th an additional late charge of \$30 is added again to the Troop's overall balance due. This additional charge causes the Troop's overall balance due to include \$60 in late fees in addition to the original balance due to GSGATL for their participation in the 2017 program.

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- Any uncollectable funds after the final withdrawal (March 30) and person(s) responsible for the debt (identified Troop Product Chair) will be subject to immediate collection efforts. This course of action will also initiate the process for disciplinary action by the Council, including: volunteer removal, financial restrictions and legal action through a collections attorney.