

Date of action: \_\_\_\_\_

## 2025 ACH Delinquency Request

Please complete this form to adjust the amount to be drafted from your troop account for the upcoming ACH draft. Be sure that all paperwork is provided. No Delinquent Account forms will be accepted by GSHG after **February 18<sup>th</sup>** for First (1st) ACH and after **March 10<sup>th</sup>** for Final ACH.

Troop # \_\_\_\_\_

Responsible Party Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

Email: \_\_\_\_\_

All Parent Permission forms submitted to Council? ☐ Yes ☐ No

All Troop/Parent Debt form(s) submitted to Council for this delinquency? ☐ Yes ☐ No

All receipts for separate forms submitted? ☐ Yes ☐ No

**Troop Cookie Program Manager is responsible for debt if no paperwork is provided!!**

Amount Due: \$ \_\_\_\_\_ Requested amount to withdraw: \$ \_\_\_\_\_

(To locate the **Amount Due** look in eBudde at the **Sales Report** tab, look at **Overall** and it's shown as **First ACH** or **Final ACH**)

**Please provide the reason for delinquency below. (Continue on separate page(s) as needed)**

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Internal Use Only:

☐ In S.F. Case # \_\_\_\_\_

**Council communication notes:**

Contact Type: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_