

Using DocuSign for Parent/Troop Debt Procedure forms

When opening DocuSign enter your First and Last name and your email address.

Begin Signing

PowerForm Signer Information

Fill in the name and email for each signing role listed below. Signers will receive an email inviting them to sign this document.

Please enter your name and email to begin the signing process.

Parent/Caregiver

Your Name: *
Full Name

Your Email: *
Email Address

Begin Signing

Click “Agree” and “Continue” and then upon reading the form, scroll to the bottom of the page and add **all** required information.

Review the documents below. **FINISH**

START

DocuSign Envelope ID: 49548207-7173-483C-B011-A028F110289

girlscouts of historic georgia

2025 Parent Debt Procedure

It is the procedure of Girl Scouts of Historic Georgia (GSHG) to work with all Service Units to resolve outstanding debt to the troop and/or council. If a delinquent payment is anticipated, this should be communicated to the Service Unit Product Program Manager **Adopt** the payment is due from the troop to avoid money being withdrawn via Automated Clearing House (ACH) and a penalty incurred for insufficient funds. The following are guidelines established to settle outstanding debt.

FOR UNCOLLECTED FUNDS FROM A PARENT

GSHG and, therefore, may not officially represent GSHG in the community, council, or beyond. In addition, she/he cannot handle troop, community, or GSHG funds or products.

*Signers will be required to certify debt, accept rates, multiple cash or work.

Electronic signatures shall have the same force and effect as a wet signature and shall be accepted as assent and agreement to the foregoing contract.

Parent Acknowledgement Date: 11/6/2024 | 5:21 PM EST

Signed: [Signature] Troop: 60000

Print: Rebecca S Sandifer Service Unit: 60000000

Daughter: Beccah

2025 Parent Debt Procedure.pdf 1 of 1

FINISH

You will be prompted to create a signature within this document. Or you can use your electronic signature already on file.

Adopt Your Signature

Confirm your name, initials, and signature.

* Required

Full Name* Initials*

Rebecca Sandifer RS

SELECT STYLE DRAW USE SIGNATURE PAD UPLOAD

PREVIEW Change Style

Signed by: [Signature] Initial: [Initials]

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts.

ADOPT AND SIGN CANCEL

At the end of the process, you can save a copy of the document by downloading or printing it, or just close the document and you're done.

Save a Copy of Your Document

↓

Your document has been signed

If you would like a copy for your records, select Download or Print and save.

DOWNLOAD **PRINT** **CLOSE**

You will receive in your email a notice of completion and a summary document.

Completed: Complete with DocuSign: 2025 Parent Debt ProcedureR.pdf

DocuSign NA4 System <dse_NA4@docuSign.net>

To: Rebecca Sandifer

Tue 10/22/2024

If there are problems with how this message is displayed, click here to view it in a web browser.

2025 Parent Debt ProcedureR.pdf 315 KB

Summary.pdf 258 KB

docuSign

Your document has been completed.

VIEW COMPLETED DOCUMENT

All signers completed Complete with DocuSign: 2025 Parent Debt ProcedureR.pdf

Parents/caregivers must submit one Parent Debt Procedure form for each girl in the household.