



### ACH Electronic Debit Authorization

Troop \_\_\_\_\_ SU/Region \_\_\_\_\_

\_\_\_2018 MagNut Program \_\_\_2019 Cookie Program

This form is to be used by the Girl Scouts of New Mexico Trails (GSNMT) for processing of ACH Withdrawal payments for participating in Product Sales Programs for the 2018-2019 Membership Year.

Troop acknowledges and agrees to:

1. Troop is responsible for submitting the ACH Electronic Debit Authorization to their Region Product Program Chair.  
**MagNut Sale:** Due at MagNut Training  
**Cookie Sale:** Due at Cookie Training
2. Troop authorizes GSNMT to debit the troop bank account for the total of the Council Proceeds **ONLY** minus any Outstanding Balance Reports that have been submitted on or before the due date. Please refer to your Troop Training Manual for deadline dates.
3. Outstanding Balance Reports **MUST** be submitted to the Region Program Chair no later than date stated in MagNut/Cookie Troop Training Manual. Failure to submit Outstanding Balance Reports by the due date will result in the balance becoming the responsibility of the troop.  
 Once payment is confirmed, the payment will be added to the troop deposit records.  
**MagNut Sale:** in Nut-E  
**Cookie Sale:** in eBudde  
 Please allow 5 to 7 business days for the transactions to appear in your bank account.

This authorization must be signed by an authorized check signer for the troop.

Print Name \_\_\_\_\_ Position in Troop \_\_\_\_\_

Signature \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Staple VOIDED troop check or copy of troop bank statement along with routing and bank account number. Must be a checking account.