

## Program Credit Conversion Request Form

*Submit form to your local Membership Staff Member*

Service Unit: \_\_\_\_\_ Troop #: \_\_\_\_\_  
Troop Leader or Service Unit Volunteer: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City & State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Date of Activity: \_\_\_\_\_  
What is the name of the activity/event \_\_\_\_\_  
Total dollar amount in credits are you requesting to convert? \_\_\_\_\_  
Troop Leader or Service Unit Volunteer Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Membership Staff Signature

\_\_\_\_\_  
Date

Further Explanation, including names/amounts of each Girl Scout the credit is tied to. Form may be used for cookie program credits or Early Bird program credits, and must be submitted no later than April 30th, 2026.

### COUNCIL USE ONLY

Date Approved by Customer Care: \_\_\_\_\_ Date Submitted to Finance Department: \_\_\_\_\_

Product Program Manager Signature: \_\_\_\_\_

or

Membership staff representative signature \_\_\_\_\_

Fund	GL	Department	Activity	Source	Location	Function
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