



Girl Scouts of Southeastern Michigan

Automated Clearing House (ACH) Debit Authorization Form–Juliettes

This form is to be completed by an authorized check signer on the bank account in which you will be depositing your Juliette's money collected for product sale programs, giving GSSEM permission for ACH debit transactions for the total amount due for the 2023 Fall Product Program and 2024 Cookie Sale Program. A copy of a check must be included. If you do not have checks, you must attach a letter from the bank or credit union with the account number and routing number included in the letter.

Fall Product Program ACH Debit Schedule

- Funds must be available in the bank account (checks cleared) by **Tuesday, December 5, 2023**.
- Electronic withdrawal of the full amount of sales for the fall sale program will begin on **Friday, December 8, 2023**.
- ACH debits will continue until the balance due to GSSEM has been collected. Bank NSF charges (\$20) incurred by GSSEM will be added to your debt for each ACH rejection.

Cookie Program ACH Debit Schedule

- Funds must be available in the bank account (checks cleared) by **Friday, February 23, 2024**. Electronic withdrawal of **\$2.50** per package for initial order cookies will begin on **Monday, February 26, 2024**.
- After the initial order ACH sweep, bi-weekly ACH sweeps will be done for an account with a balance of \$5,000 or more owed to GSSEM. Parent will be notified three business days before the sweep is set to take place. Parent will not be able to get additional cookies from the cookie cupboard until an ACH sweep is completed.
- The remaining balance must be available in the bank account (checks cleared) by **Tuesday, April 16, 2024**.
- The remaining balance due will be debited from troop accounts beginning on **Friday, April 19, 2024**.
- ACH debits will continue until balance due to GSSEM has been collected. Bank NSF charges (\$20) incurred by GSSEM will be added to troop debt for each ACH rejection.

SPECIAL NOTE: Juliette Girl Scouts do not keep any cash funds from product programs. The full balance of all sales is submitted to GSSEM via ACH sweep. Juliette Girl Scouts will earn Program Credits or some other type of funds to be used for Girl Scout merchandise, camps, and programs. The amount earned is based on ranges published annually for each product program. Juliette Girl Scouts and parents **should NOT** refer to balance due numbers provided in the M2oS (fall sale program) or eBudde (cookie program), as these are designed for troops, and not accurate for Juliette Girl Scouts.

ACH Debit Authorization to GSSEM

This form is to be completed by an authorized check signer on the bank account in which you will be depositing your Juliette’s money collected for product programs, giving GSSEM permission for ACH debit transactions for the amount for the total amount due for the 2023 Fall Product Program and 2024 Cookie Program. A copy of a check must be included. If you do not have checks, you must attach a letter from the bank or credit union with the account number and routing number included in the letter.

Please indicate which product program you are completing this form for (mark all that apply):

_____ 2023 Fall Product Program (nuts & candy)

_____ 2024 Cookie Program

Juliette Name: _____

Staple VOIDED check here (or attach copy).

Deposit slips are not accepted

Authorized check signer acknowledges and agrees that:

- GSSEM will debit the above bank account on the dates listed for the full balance due to GSSEM for the Fall Product Program and/or Cookie Program.
- GSSEM will repeat any debit that fails for any reason. GSSEM may also attempt to debit a portion of the amount owed.

If personal use of monies occurs, GSSEM will begin collection procedures, taking legal action as necessary. GSSEM will pursue all available criminal and/or civil charges involving misuse of funds.

To be signed by an authorized signer on the bank account:

Signature _____ Date _____

Printed Name _____

Address _____

City _____ MI ZIP _____

Phone _____ Email _____