



## PROGRAM CREDIT REIMBURSEMENT FOR A SERVICE UNIT EVENT

**Girl Scouts of Silver Sage**  
 8948 W Barnes St. Boise,  
 ID 83709  
 (208) 377-2011 or  
 (800) 846-0079  
 customercare@girlscouts-  
 ssc.org

### How to Redeem Program Credits for Service Unit Events:

- Events can accept Program Credits when the Intent to Operate a Service Unit Program Event form is completed and signed by the Service Unit Manager and the Council office.
- Compile all Program Credits and complete the form below. Please submit all Program Credits for a specific event at one time.
- Include a copy of your event flyer, or other written communication.
- Include a copy of the signed, approved Intent to Operate a Service Unit Program Event form.
- **If Program Credits are being used between sisters, please not the sister's name on the Program Credits.**
- If the event has more than one price level, submit a list showing the names of the girls participating and what price level they are paying.
- Please allow two weeks for check reimbursement.
- No cash refunds will be given for any surplus credit. Example: if a girl uses a \$10 bonus for an \$8 event, the \$2 will not be returned.
- Return this completed form with Program Credits to the Council office at the address above.

Event Name: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Are you requesting a check  or using the \_\_\_\_\_ Service Unit Holding Account

If you are requesting a check, please make payable to SU# \_\_\_\_\_ or Troop # \_\_\_\_\_

(checks will only be made to a Service Unit or Troop)

Mail to: \_\_\_\_\_

Address: \_\_\_\_\_

	Street		City/State	ZIP
Year of Program Credits	Amount in \$5's	Amount in \$10's	Amount in \$25's	Total
Grand Totals				

### Authorization

\_\_\_\_\_  
Service Unit Treasurer or SUM Signature/Date

\_\_\_\_\_  
Membership Staff Signature/Date