



March, 2014

To: _____
(Financial Institution)

Thank you for your support of Girl Scouting within your community by offering **free** checking services to local Girl Scout troops. Please review your financial institution's opening procedures for Girl Scout troop accounts. Please consider this your authorization to open a new **not for profit** troop account with the following information: Minimum two signers required.

Girl Scouts of Wisconsin Southeast
131 South 69th Street
PO Box 14999
Milwaukee, WI 53214 0999
800 565 4475

Title: Girl Scouts of Wisconsin Southeast, Inc., Troop # _____
Mailing Address: Volunteer troop leader's address and phone number
Tax Identification #: 39-0892833
1.) _____
2.) _____
3.) Chief financial officer*

Kenosha Service Center
2303 37th Street
Kenosha, WI 53140

Checks should be issued without any street address – just Girl Scouts of Wisconsin Southeast and the troop number. Statements are to go to one of the troop leaders or designated member. Any additional documentation necessary to open this account such as a depository resolution/agreement, tax number certification, or signature card needing authorization, should be forwarded to the following address after being executed by the troop leaders.

Marion Chester Read Service Center
131 South 69th Street
Milwaukee, WI 53214 0999

Girl Scouts of Wisconsin Southeast, Inc
Attn: Finance Department – Cindy Hemm
P.O. Box 14999
Milwaukee, WI 53214

New Berlin Service Center
21516 W. Greenfield Avenue
New Berlin, WI 53146

We require a copy of the signature card, or other documentation, showing troop number, account number, and signers be forwarded to the above address.

If you have any questions, please contact Cindy Hemm, Accounting Associate, at 414-443-3932 or chemm@gswise.org.

Racine Service Center
6240 Bankers Road
Racine, WI 53403

Sincerely,

Carol B. Robinson
Girl Scouts of Wisconsin Southeast, Inc.
Chief Financial Officer
Telephone: (414) 443-3976; Email: crobinson@gswise.org

**An Authorization/Master Signer Letter is on file with some financial institutions' main office stating who the current CFO is at any given time. In those cases, the CFO's name will not be an individual signer but will have access to account information should the need arise.*

Preferred Financial Institutions for Girl Scout Troop Accounts

- | | | |
|------------------------|---------------------------|---------------------------------|
| Anchor Bank | Associated Bank* | Bank of Kenosha |
| BMO Harris* | Citizens Bank/Mukwonago | Community State Bank |
| Equitable Bank | First Citizens State Bank | First National Bank of Hartford |
| Guaranty Bank | Johnson Bank* | Landmark Credit Union |
| North Shore Bank | PNC Bank | Southport Bank* |
| Tri-City National Bank | Waukesha State Bank* | Westbury Bank |

* Authorization/Master Signer Letter on file

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

