

Please note – this document, in its entirety, needs to be completed and sent in with the financial records for the December 31 and June 30 reviews.

*First section to be completed by District Treasurer and forwarded to Responsible Guider for each Unit to be submitted with the other financial records required for the Dec. 31 and June 30 reviews:*

Name of District: \_\_\_\_\_  
 Name of Unit: \_\_\_\_\_  
 Responsible Guider: \_\_\_\_\_  
 Cookie Campaign (Classic or Mint): \_\_\_\_\_  
 Number of Cases ordered by Unit: \_\_\_\_\_  
 Amount payable to District: \_\_\_\_\_  
 Deadline for Payment: \_\_\_\_\_

.....  
*Second section to be completed by Responsible Guider and submitted with the other financial records required for the Dec. 31 and June 30 reviews.*

This form is to be completed when a unit has more than 5 cases of cookies remaining at the end of the review period. It is to be attached to the compliance document submitted for that period.

Unit: \_\_\_\_\_ District: \_\_\_\_\_  
 Responsible Guider: \_\_\_\_\_ email: \_\_\_\_\_  
 \_\_\_\_\_ cases of cookies ordered \_\_\_\_\_ cases of cookies sold  
 \_\_\_\_\_ cases of cookies remaining as of \_\_\_\_\_ (date)  
 Where are the cookies stored? \_\_\_\_\_

What are the plans for these cookies? (i.e. when are the sales planned for, are you donating, etc.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_