



Welcome to Rabobank!

Partnering with the Girl Scouts of California's Central Coast

To open NEW Girl Scout Troop/Group accounts:

1. A Service Unit (SU) representative will complete a GSCCC Troop & Service Unit Bank Account Certificate of Authorization (Certificate) listing the leaders proposed to be signers on the account and send it to the Council CFO for approval. The approved Certificate should be taken by the Troop leaders to the Rabobank branch of their choice for initiating the setup or amendment of an account.
2. Troop leaders will complete the Rabobank New Customer Information Form (one form for each signer – **2 signers minimum** not including Council signers). This form is available at <http://www.girlscoutsccc.org/leaders>. The bank will also add the Council CFO, Charlie Alvarez, to all troop accounts per Board Resolution.
3. All signers (not including Council signers) must go in person your local Rabobank branch. Bring **the following items:**
 1. Your completed New Customer Form (one form for each signer);
 2. The approved GSCCC Troop & Service Unit Bank Account Certificate of Authorization;
 3. 2 forms of ID (for each signer);
 4. Your opening deposit of at least \$100 (payable to your Troop number). If you need financial assistance with this deposit, please complete the Troop Bank Loan Start Up Request Form at <http://www.girlscoutsccc.org/leaders>.

What will be provided by Rabobank:

- Accounts will be opened on monthly services charge waiver. (NSF or overdraft fees will not be waived)
- Troop leader and GSCCC Council office will be notified of new account number.
- Rabobank will provide the troop its first order of checks. Provide address for mailing. Allow two weeks for checks to arrive.
- Monthly statements will be sent to the Service Unit Manager, unless other arrangements are made and approved by the Council CFO.
- The Council CFO will also have access to monitor troop accounts if necessary – including email notifications regarding NSF's or overdrafts.
- On-line account access can be set up upon request.

For further assistance or questions on setting up a new account or for existing accounts, please contact your local Rabobank branch or the Council CFO, Charlie Alvarez at charliea@girlscoutsccc.org .