

Welcome to Wells Fargo Bank!

Partnering with the Girl Scouts



Point of Contact: Jose Macias (831) 655-0280 or
jose.j.macias@wellsfargo.com

****DO NOT GO TO A LOCAL BRANCH***All Wells Accounts need to be opened by mail.**

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 sent along with the required bank forms when initiating or amending an account.
2. Troop leaders will complete the Wells Profile 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 complete and mail the following:
 1. Your completed Profile Information 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>.
 5. Mail to:

Wells Fargo -Monterey Main
Attn: Jose Macias
399 Alvarado Street
Monterey, Ca 93940
831.655.0280
Monday-Thursday 9am to 5pm
Friday- 9am to 6pm
Saturday- 9am to 1pm

What will be provided by Wells Fargo:

- Accounts will be opened on monthly services charge waiver. (NSF or overdraft fees will not be waived)
- Wells Fargo 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 Jose Macias at Wells Fargo jose.j.macias@wellsfargo.com or the Council CFO, Charlie Alvarez at charliea@girlscoutsccc.org.