



# **Welcome to Wells Fargo!**

*Partnering with the Girl Scouts of California's Central Coast.*

## **Opening a NEW Girl Scout Troop account:**

**Step 1:** Your Service Unit representative will complete and sign a "GSCCC Troop & Service Unit Bank Account Certificate of Authorization" form (BACA).

The BACA form will have listed:

- Two or more leaders (not related)
- Service Unit representative
- Council representative

**Step 2:** The BACA form will be signed by the Service Unit representative and sent to the Council representative for approval. The Council representative will be on all troop accounts per Board Resolutions.

**Step 3:** Troop leaders will complete the Wells Fargo Individual Profile Information form (one form for each troop)

**Step 4:** All signers must go in person to a local Wells Fargo branch and bring the following items:

- Your completed Individual Profile Information Form (one per troop)
- The approved and signed BACA form
- Two (2) forms of ID (for each signer)
- Your opening deposit of \$100.00 *(If you need financial assistance with this deposit please completed the "Troop Bank Start-Up Financial Assistance" form.*

*Please note: You will be asked personal questions to open a bank account this is part of the Patriot Act and is required by all financial institutions.*

**Step 5:** Set-up your Wells Fargo Simple Business Checking Account

- All statements will be sent to the Service Unit representatives address unless other arrangements are made.
- Accounts must have the Troop number on them
- Use the GSCCC Tax ID #94-1567162 for your account information.

## **What to expect from Wells Fargo!**

- Your account will have a \$10.00 monthly service fee, however a
  - \$5.00 fee waived if enrolled in Wells Fargo on-line banking
  - \$5.00 fee waived with average balance of \$1000.00
- Your Wells Fargo debit card with a limit of \$200-300 daily

*For further assistance or questions on setting up a new account or for existing accounts, please contact Wells Fargo representative Judy Lagoy or Steve Hoffman at (831) 657-9036 or email GSCCC at: [troopbanking@girlscoutsgccc.org](mailto:troopbanking@girlscoutsgccc.org).*



Service Unit (SU) # \_\_\_\_\_ Troop # \_\_\_\_\_

### Individual Profile Information

This information is solely used to build accurate profiles for all authorized signers.

Each leader will be asked to prove one piece of valid ID from each column and Social Security Number

<b>Column A: Primary ID (which must not be expired)</b> <ul style="list-style-type: none"> <li>• Driver's License</li> <li>• State ID</li> <li>• Passport, Matricula Consular Card</li> <li>• Resident Alien ID</li> <li>• Border Crossing Card</li> <li>• Tribal Card</li> </ul>	<b>Column B: Secondary ID</b> <ul style="list-style-type: none"> <li>• Visa (US Government Issued)</li> <li>• Debit Card</li> <li>• Credit Card</li> <li>• Voter Registration Card</li> <li>• Student ID</li> <li>• Employer ID</li> <li>• ATM/Debit Card</li> </ul>
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**\*\*\* Please attach a photocopy of your Primary and Secondary ID to this form\*\*\***

Service Unit Rep	Troop Leader #1	Troop Leader #2
Name: _____ Address: _____ City, Zip: _____ Phone: _____ Date of Birth: _____ Drivers License: _____ Issue Date: _____ Exp. Date: _____ 2 <sup>nd</sup> ID: _____ Issue Date: _____ Exp. Date: _____ SS#: _____	Name: _____ Address: _____ City, Zip: _____ Phone: _____ Date of Birth: _____ Drivers License: _____ Issue Date: _____ Exp. Date: _____ 2 <sup>nd</sup> ID: _____ Issue Date: _____ Exp. Date: _____ SS#: _____	Name: _____ Address: _____ City, Zip: _____ Phone: _____ Date of Birth: _____ Drivers License: _____ Issue Date: _____ Exp. Date: _____ 2 <sup>nd</sup> ID: _____ Issue Date: _____ Exp. Date: _____ SS#: _____

### Troop Profile Information

We will order our own checks

We will order checks from Wells Fargo (approximate cost of \$20.00)

SU Address (statements must be sent to the service unit address)

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Address City Zip

Troop Phone Number: \_\_\_\_\_ Best time to call with questions \_\_\_\_\_ am pm

Contact e-mail address: \_\_\_\_\_