



How to Renew Troop Members Troop Leader Resource

1

From <https://mygs.girlscouts.org/> click renew on My GS Sign in.

MY GS SIGN IN

Log in with your email and password. If you have forgotten your password, choose "Forgot password*." Do not use "Don't have an account? Sign Up now."

2

From your account, in the left-hand side navigation rail, select the troop you want to work with.

3

First, choose the girl members you would like to renew by clicking on the Troop checkbox for each girl.



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4 Next, for each of the adult member you would like to renew, click on the Troop checkbox; click on the role checkbox if they will continue in the volunteer role in the upcoming year. When finished, click "Renew."

Adult
 1 member selected

Troop Leader

Deanna Link Edit details

Participation

Troop 56728

Troop Leader **RENEW**

5 "Confirm member details," updating as needed, for each girl and adult selected. Choose a membership year product and payment type.

Confirm member details

1. Emma Bradford Troop 00868

First name: Emma Last name: Bradford

Caregiver 1 I am the caregiver

Caregiver first name: Mary Caregiver last name: Bradford

Caregiver relationship: Parent

NEXT PARTICIPANT → To renew the next girl/adult.

SUBMIT MEMBER DETAILS → To submit all updates.

6 Screen shows cart summary page. Click Review Cart.

Confirm member details

1. Emma Bradford Troop 00868

2. Grace Churchman Troop 00868

3. Kyle Brockman Troop 00868

I would like to:
 Renew a household member
 Renew a troop member
 Register a new member

REVIEW CART

Your Cart

1. Emma Bradford	Troop member	Troop 00868
2. Grace Churchman	Membership	\$25.00
3. Kyle Brockman	Troop member	Troop 00868
	Membership	Aid pending \$25.00
	Troop member	Troop 00868
	Membership	\$25.00
	Aid	pending \$0.00
	Outstanding balance	
Total amount		\$75.00



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7 Double check your entries, click to “Read and Accept the Girl Scout Promise and Law” at the bottom right of the page and click “Payment Details.”

Count	Participation	Details	Price
1	Troop 00068	Mary Bradford Troop member	\$25.00
1	Troop 00068	Grace Chermakian Troop member	Aid pending \$25.00
1	Troop 00068	Kylee Brockman Troop member	\$25.00

Total amount \$75.00

8 Enter payment information using Troop account debit card and click on “Submit Payment.”

Payment details

Payment method

VISA AMEX Discover

Cardholder first name:

Cardholder last name:

Credit/Debit card number:

Expiration date:

Select a billing address

Mary Bradford
1319 Poplar Hill Dr
Annapolis, MD, USA 21409-4648

Use a different address

SUBMIT PAYMENT

9 Payment Confirmation Screen.

Thanks for renewing, Mary!

Payment confirmation

Order #03064022 \$75.00

Receipt sent to: mbradford1319@gmail.com [Print receipt](#)

[MANAGE MY ACCOUNT](#)

Thanks for renewing your troop online!

Print receipt for your records.

*If you need additional help to log into your account or to complete renewal, please reach out to Girl Scouts of California’s Central Coast at info@girlscoutsccc.org for assistance.

Maggie Bradford [Edit profile](#)

To update phone numbers, addresses, school attending or other member details, you can return to your account using the “Manage My Account” button on the renewal confirmation page and clicking on the “Edit profile” pencil next to each member’s name.