



# girl scouts greater los angeles

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## Special Event/Money Earning Pre-Screen Form

DOES YOUR EVENT INVOLVE THE FOLLOWING?

Could your event involve more than 4 troops \*

- ☐ Yes  
☒ No

Will you be collecting money at this event \*

- ☐ Yes  
☒ No

At this time you do not need to file a Special Event/Money Earning Application. However, if you find your event now includes 4 or more troops or you are collecting money for your event then you will need to revisit this form.



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## Special Event/Money Earning Pre-Screen Form

DOES YOUR EVENT INVOLVE THE FOLLOWING?

Could your event involve more than 4 troops \*

- ☒ Yes  
☐ No

Will you be collecting money at this event \*

- ☒ Yes  
☐ No

Congratulations you need to click on the link below and continue to fill out the Special Event/Money Earning Form.

[Special Event/Money Earning Application](#)

## Special Event/Money Earning Application

SPECIAL EVENT/MONEY EARNING APPLICATION

START

LEADER'S INFORMATION

EVENT INFORMATION

EVENT LOCATION

ADULT EVENT DIRECTOR

ADULT CO/ASSISTANT EVENT DIRECTOR

GIRL TROOP EVENT DIRECTOR

VOLUNTEERS

FIRST AIDER

OFF-SITE EMERGENCY CONTACT

ADDITIONAL EVENT REQUIREMENTS

ALMOST DONE

SUBMISSION NOTES

Print application before submittal, in case the server goes down.

reCAPTCHA



Submit

# Special Event/Money Earning Application

SPECIAL EVENT/MONEY EARNING APPLICATION

## START

Event Start Date \*

01/18/2014

Event Stop Date \*

01/18/2014

Event Name \*

Raingutter Regatta

Event Description \*

Raingutter Regatta competition open to all scouts.

For information on the types of events your troop can facilitate please consult the Special Events/Troop Money Earning Guide

Event Hosted By \*

Troop

Troop # \*

00001

Region \*

Southwest

Service Unit \*

Marina

Host Troop Program Level \*

☐ Brownie

☐ Junior

☒ Cadette

☐ Senior

☒ Ambassador

\* For multi - level, select all applicable program levels.



**LEADER'S INFORMATION****Name \***

Leader Lady

**Email \***

leader@gstroopXXX.com

**Phone # \***

310-555-1212

**EVENT INFORMATION****Is This a Recruitment Event ?**

- ☐ Yes  
☒ No

**Is This a Money Earning Event ? \***

- ☒ Yes  
☐ No

**Event is open to**

Council Wide

**Select The Focus Area(s) Addressed \***

- ☒ Arts & Culture  
☒ Business Smarts  
☐ Enviroment and Outdoor Adventure  
☒ Leadership  
☐ Wellness and Healthy Living

**EVENT LOCATION****Name \***

Mark Twain Middle School Cafeteria

**Site Phone # \***

310-555-1212

**Street Address \***

2224 Walgrove Avenue

**City \***

Los Angeles

**State \***

California

**ZIP Code \***

90066

**Closest Emergency Hospital \***

Marina del Rey Hospital

**ADULT EVENT DIRECTOR****Name \***

Leader Lady

**Phone \***

310-555-1212

**Email \***

leader@gstroopXXX.com

**Special Event/Troop Money Earning Training Date \***

09/07/2013

**ADULT CO/ASSISTANT EVENT DIRECTOR****Name \***

Co-Leader Lady

**Phone \***

818-555-1212

**Email \***

coleader@gstroopXXX.com

**Special Event/Troop Money Earning Training Date \***

09/07/2013

**TROOP EVENT FINANCIAL MANAGER/ADULT****Name \***

Leader Lady

**Phone \***

310-555-1212

**Email \***

leader@gstroopXXX.com

**GIRL TROOP EVENT DIRECTOR****Name**

Girl Director

**Phone**

310-555-1212

**Email**

girl@gstroopXXX.com

**VOLUNTEERS****Adult Volunteers \***

11

**Junior Aides \***

0

**Program Aides \***

9

**Leader in Training \***

2

**Counselor in Training \***

0

**Total \***

22

**FIRST AIDER****Name \***

Co-Leader Lady

**Phone \***

818-555-1212

**Email \***

coleader@gstroopXXX.com

**Medical Professional or Level 2****Certified \***☒ Yes ☐ No**Title \***

Level 2 Certified

**CPR Expiration Date \***

03/24/2013

**First Aid Expiration Date \***

03/24/2015

Level 2 is required for events with  
200 or more participants

**OFF-SITE EMERGENCY CONTACT****Name \***

Emergency Bob

**Phone \***

310-555-1212

**Alternate Phone \***

310-555-1212

**Email \***

bob@gstroopXXX.com

**ANTICIPATED NUMBER OF PARTICIPANTS****Daisy \***

35

**Brownie \***

40

**Junior \***

30

**Cadette \***

25

**Senior \***

5

**Ambassador**

5

**Non-Scouts \***

25

**Adults \***

50

**Total # \***

215

**Briefly describe girl involvement in the planning process \***

The girls have planned and ran this type of event for three years. They do every aspect of planning from picking the patches and awards given, to the registration process, check-in, running the event itself, setting up and cleaning up event. They help design the flier and manage registrations.

#### ADDITIONAL EVENT REQUIREMENTS

**Is additional insurance required for this event? \***

☒ Yes

☐ No

Please note \* If non scouts are attending the event additional insurance is required.

**Date Insurance will be obtained by \***

01/03/2014

**Does location require a signed contract? \***

☒ Yes

☐ No

If yes, please consult Volunteer Essentials for guidelines

**Upload Contract \***

Browse...

Sample Contract.pdf

**Upload Event Flyer \***

Browse...

Sample Flier.pdf

**Do you want your flyer posted by Council**

☒ Yes

☐ No

**Comments**

This is for all Girl Scouts



## FINANCES

### Upload Troop's Current Annual Report \*

Sample Financials.pdf

\*Troop must be in good financial standing

### Our Troop has Participated in Both Cookie and Fall Product Sales in the Last 12 Months? \*

- ☒ Yes  
☐ No

In order to conduct a money earning event the troop must have participated or plan to participate in both product sales in the current program year.

### Estimated Event Revenue \*

500

### Current funds available for activity or trip \*

1000

### Reason funds are needed \*

Girls are planning two trips: one to New York next year and one to Europe in three years

### Are you Soliciting In-Kind Gifts

- ☒ Yes  
☐ No

### Will you be Soliciting Sponsorships?

- ☒ Yes  
☐ No

### Comments

Girls will be asking for donations of items to be used at the snack bar and sponsorships for the event.

**ALMOST DONE****Name \***

Leader Lady

**Submitter's Email \***

leader@gstroopXXX.com

**Signature of Leader \***☒ Yes

By submitting this form, I agree that the above and below statements are true, that I have read and agree to adhere to the GSUSA and GSGLA policies regarding troop money earning activities and safety as stated in Volunteer Essentials and GSUSA Safety Guidelines, and this application. I have reviewed the Policies concerning troop money earning and agree to adhere to them. I have reviewed this form and understand my (our) responsibilities. I am aware that Girl Scouts must be supervised by two registered adult at all times.

**SUBMISSION NOTES**

Print application before submittal, in case the server goes down.

reCAPTCHA

**Submit**



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## **Special Event/Money Earning Application**

Your application has been successfully submitted. You will be receiving an email shortly with a copy of your application attached.

Thank you!