

TROOP/GROUP DUES RECORD

(This record is kept by the troop leader, group leader, group coordinator, or the treasurer where the troop/group collects dues from its members.)

Troop/Group Number _____ (5 digit #) Year _____

	NAMES	MONTH & DAY											
1													1
2													2
3													3
4													4
5													5
6													6
7													7
8													8
9													9
10													10
11													11
12													12
13													13
14													14
15													15
16													16
17													17
18													18
19													19
20													20
21													21
22													22
23													23
24													24
25													25
	TOTALS												

How to use this form:

The following method may be used to indicate that the dues are paid in full (X); in part (record actual amount paid); or not at all (leave the square blank). When, in the case of non-payment or partial payment, the balance is paid, the (X) may be used to cover the amount already recorded as a partial payment or to fill the blank space. At the end of each month, a vertical line may be drawn in red.

OVER

TROOP/GROUP DUES RECORD

Troop/Group Number _____ (5 digit #) Year _____

	NAMES	MONTH & DAY												
1														1
2														2
3														3
4														4
5														5
6														6
7														7
8														8
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23														23
24														24
25														25
	TOTALS													

IMPORTANT

This record, or a copy of it, should be forwarded as the leadership of the troop/group changes. This record is the property of the Troop/group to which the record applies and is **not** the property of the person who keeps the record.