



8000 Forsyth Boulevard
St. Louis, MO 63105

Girl Scouts of Eastern Missouri (GSEM) and Commerce Bank have developed a banking solution for troops and subordinate units designed to make setting up and maintaining a checking account for your troop easy and efficient. This solution qualifies Commerce Bank as a Premier Preferred Financial Institution as they offer the following features:

- Commerce Bank understands the unique relationship between GSEM and its subordinate units and commits to providing excellent customer service to all parties
- Commerce Bank offers a checking account with no monthly fees*
- Commerce Bank offers a debit card for each individual account without the need to provide the normal waiver
- An initial deposit of \$25 is required to open an account
- Online Banking is NOT offered for GSEM accounts held with Commerce Bank
- Troop leaders will receive monthly bank statements in the mail

To open an account, please ensure that all signers are present and that you have the two required letters which should be provided to you by the GSEM Council. Examples of these two letters can be found at the end of this document.

If there are questions or concerns that arise during the transaction, please ask the teller to contact Kyle Hundsdorfer at 314-746-3825 in the Clayton office of Commerce Bank.

Thank you for all you do for the girls we serve.

*Transaction related fees, such as stop payments or returned items, still apply

Sample Letter #1



girl scouts
of eastern missouri

January 10, 2024

Prospective Financial Institution:

The Girl Scouts of Eastern Missouri, Inc. ("Girl Scouts") is a 501(c)3 not-for-profit corporation with over 2,400 Subordinate Units (troops/neighborhoods/districts) in our 28 Missouri counties plus the city of St. Louis. By resolution of our Board of Directors (ATT. A), designated volunteers are authorized to open and maintain deposit accounts on behalf of specific Subordinate Units of "Girl Scouts". The designated signers on Subordinate Unit accounts are not authorized to conduct any other business on behalf of "Girl Scouts", or to access any account maintained by "Girl Scouts" at the financial institution, except those specific to their Subordinate Unit.

This letter certifies that the holder is a designated volunteer representing "Girl Scouts", and is therefore authorized to establish a bank account on behalf of their particular Subordinate Unit. The account is to be titled in the name of the "Girl Scouts of Eastern Missouri, Inc." The name and number of the particular Subordinate Unit is to be included as the first part of the first address line. The address on the account is to be in care of the local volunteer, at the street address they designate. The Employer Identification Number (EIN) for all accounts in the name of Girl Scouts of Eastern Missouri, Inc. shall be 43-0662471.

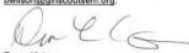
The following is an example of how any Subordinate Unit account is to be titled and maintained:

Girl Scouts of Eastern Missouri, Inc.
Troop 1234 c/o Sally Jones
12345 Central Avenue
Grover, MO XXXXX-XXXX

In accordance with "Girl Scouts" corporate financial policies, accounts established for Subordinate Units of "Girl Scouts" may NOT allow or permit:

- > The creation of online banking transactions, including online payments, however online inquiry only capability is acceptable
- > Online access to account information, unless bank completes the attached certification (ATT. B)
- > Loans or borrowing
- > Over-drafts on any checking account, including automatic over-draft protection
- > The issuance of credit cards
- > The issuance of debit cards, unless the bank submits the attached waiver (ATT. B)

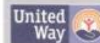
Thank you for your assistance in this matter. If you have any questions, please feel free to contact Barbara Wilson, Chief Financial Administrative Officer, at (314) 592-2333 or bwilson@girlscoutsem.org


Dawn Kotva
Board Chair



Mission:
building girls
of courage,
confidence,
and character,
who make
the world
a better place.

Girl Scouts of Eastern Missouri
2300 Ball Drive
St. Louis, MO 63144
P: 314.592.2300
F: 314.890.0645
girlscoutsem.org
[@girlscoutsem](https://www.facebook.com/girlscoutsem)
[@girlscoutsem](https://www.instagram.com/girlscoutsem)
[/ GirlScoutsEasternMO](https://www.linkedin.com/company/girlscoutsem)


Girl Scouts of Eastern Missouri is supported by the following United Way Agencies:
United Way of Greater St. Louis
United Way of Northwest Missouri
Franklin County Area United Way

Sample Letter #2



girl scouts
of eastern missouri

Date: _____

Bank Institution Name: _____

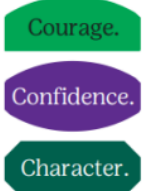
Dear Bank Official,

Please accept this letter confirming that the following volunteers are registered members of _____ and authorized to be a signer for Girl Scouts of Eastern Missouri, Inc. _____ bank account.

If you have any questions or require additional information, please contact me any time.

Sincerely,


Barbara Wilson
Chief Financial Administrative Officer



Courage.
Confidence.
Character.

Girl Scouts of Eastern Missouri
2300 Ball Drive
St. Louis, MO 63144
P: 314.592.2300
F: 314.890.0645
girlscoutsem.org
[@girlscoutsem](https://www.facebook.com/girlscoutsem)
[@girlscoutsem](https://www.instagram.com/girlscoutsem)
[/ GirlScoutsEasternMO](https://www.linkedin.com/company/girlscoutsem)


Girl Scouts of Eastern Missouri is supported by the following United Way Agencies:
United Way of Greater St. Louis
United Way of Northwest Missouri
Franklin County Area United Way