SPONSORING GROUP:

The Service Unit Manager and/or Troop Organizer with the Troop Leader should discuss with the President or authorized representative of the sponsoring organization the responsibilities of both the Girl Scout Council and the sponsoring organization.

The President or the authorized representative of the sponsoring organization should explain these responsibilities of the organization he/she represents and ask for group approval.

Upon agreement regarding these responsibilities, the sponsorship agreement should be signed by the president of the organization or the authorized representative who will serve as the link between sponsor and troop. (1st line)

THE TROOP:

The Service Unit Manager, and/or troop organizer with the troop leader should discuss the Girl Scout Troop's responsibilities in working with the sponsor.

Upon accepting these responsibilities, the sponsorship agreement should be signed by the troop leader. (2nd line)

THE COUNCIL:

The sponsorship agreement signed by the sponsor and the troop leader should be forwarded to the Girl Scout Service Center, 11347 SW 160 St., Miami, Fl, 33157. Please mail all three copies, and do not separate them.

Upon approval of the agreement, the Executive Director of the Girl Scout Council of Tropical Florida, Inc. shall sign for the Council. (3rd line)

AFTER this agreement is signed by all parties concerned the white and yellow copies are mailed to the Troop Leader listed on the agreement. The Troop Leader retains the yellow copy for her records and the white should be given to the sponsoring organization. Accompanying the agreement copies will be a sponsorship certificate, which may be presented to your sponsor at a troop meeting or a sponsor-troop ceremony. An organization may sponsor more than one troop. If the organization sponsors more than one troop, please request one certificate for each troop on a separate agreement.

THIS AGREEMENT MUST BE REVIEWED ANNUALLY. IF SPONSORSHIP IS NOT TO BE RENEWED, WRITE THANK YOU NOTE TO SPONSOR. IF A NEW SPONSOR IS SECURED, FOLLOW ABOVE PROCEDURES.

RENEWAL PROCEDURE:

If sponsor and troop decide to continue the agreement, note this fact in your troop file. Complete and mail to the Girl Scout Service Center the card, **SPONSORSHIP RENEWAL CARD** (Field #49), and notify the troop organizer.