



Council Unit Account Withdrawal of Funds

- Units may withdraw funds from their Council Unit Account at anytime for any purpose.
- Checks must be made out a Unit or Charter Organization. Checks **CANNOT** be made out to Individuals.
- Check Processing may take up to 10-14 business days to process.
- Checks are sent digitally through Bill.com unless specified otherwise.
- Two (2) signatures are required. Signatures cannot be from the same household:
 1. **Chartered Representative, Committee Chairman or Unit Leader** (*Cubmaster/Scoutmaster/Crew Advisor/Skipper/Exploring Advisor*)
 2. Additional registered adult member of the unit

Request Date: _____

Unit Type: Pack Troop Crew Ship Post **Unit Number:** _____
(circle one)

Request Amount: \$ _____ **Check Requested By:** _____

Check Recipient Information

Name:	Mailing Address:		
Phone:	City:	State:	Zip Code:
Email:			

Notations: _____

SW Unit Number:		
Signature 1	Unit Position:	Unit Representative (Print Name):
	Phone:	Email:
	Signature:	
Signature 2	Unit Position:	Unit Representative (Print Name):
	Phone:	Email:
	Signature:	
Council Approval	Council Signature:	Date: