



Registration Information

Events are not just for troops! Girls can attend events on their own and make new friends!

Who Can Attend an Event?

All girls are invited to attend events listed in the Council Program Guide. If the girl is not a registered Girl Scout, we simply ask that you go online to www.gscb.org, complete a Membership Registration Form and pay the \$25 membership fee and \$15 council service fee, in addition to the cost of the event. You may attend with your troop, bring a friend, or just come join the fun with your fellow Girl Scout sisters!

How do I register my daughter/troop for a program?

Please read the description of the program and how to register. Most of our vendors are taking their own registrations at this time. For programs through GSCB, please use the Event Registration Form (215-PM) found on page 11 of the [Council Program Guide](#) or at www.gscb.org. When filling out your registration form, please be sure to include the name of the event for which you are registering and email to: program@cbgsc.org. You may also mail to: 225 Old Baltimore Pike, Newark, DE 19702. For questions, call 800-341-4007.

Adult/Girl Ratios

A minimum of two registered adults (unrelated) must accompany every troop to an event, unless otherwise noted in the event description. Please consult Volunteer Essentials for exact ratio information. Individually registered girls must be accompanied by one adult. When a program specifies that adult attendance is not required, a medical release form and parent permission slip must be provided to the program leader. Our primary goal is to provide quality programming to girls. As a result, there may not be space available above the adult-to-girl ratios. Payment is due at time of registration. We accept troop debit cards and the following credit cards: Visa, MasterCard, Discover, and American Express.

Late Fee*

Registration deadline for any program is 14 days prior to the event. Any registration received after the closing deadline will incur a late fee of \$2 for EACH participant.

**Late fee payment does not guarantee entry.*

Confirmations

Once you are registered, a receipt will be sent via email (troop leaders will receive confirmation for troop registrations). Confirmations will indicate whether you have been registered for the event or are on a waiting list. If a program is not filled by the closing date (14 days prior to the event), it may be cancelled and notifications will be sent via email.

Financial Assistance

Girl Scouts of the Chesapeake Bay is grateful to the many individuals, service clubs and businesses for their support of the Financial Assistance program. GSCB also receives funding for financial assistance from the Wilmington Flower Market, the Christmas Tree Shop, the United Fund of Talbot County and the United Ways of

Delaware, the Lower Eastern Shore of MD, the Virginia Eastern Shore and Cecil and Kent counties. Financial Assistance is available for all Girl Scout events unless otherwise noted. For more information, contact GSCB at 800-341-4007.

Cancellation and Refunds

Events are held rain or shine unless inclement weather would adversely affect the program. In those cases, participants will be notified of cancellation and/or rescheduling of programs. If GSCB cancels an event for any reason or cannot place participants in the event of their choice, GSCB will issue a complete refund of the registration fee. If the minimum number of participants is not met 14 days prior to the program date, unless otherwise noted, the program will be cancelled. Cancellation and refund requests must be made in writing, 30 days written notice is required to receive 50 percent of registration fees of \$7.50 or more per individual. No refunds will be issued if less than thirty days' notice is given, unless for medical reasons. Refunds for medical reasons will only be processed if notification is made before the event or within one week following the event, accompanied by a doctor's note. No refunds will be issued for individuals who do not show up for their scheduled event. The \$25 membership and \$15 council service fee are non-refundable.