

## **GSCB Donation Pass Through Form**

Any single unsolicited donation of money in an amount greater than \$250 must be submitted to GSCB accompanied by this form. These donations will be processed as a “pass through” in order to comply with the IRS guidelines. GSCB will process and record the donation for compliance purposes and redistribute the full amount to the service unit or troop.

Please allow four weeks for receipt and processing.

**Submitters Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Donor Name:** \_\_\_\_\_

**Donation Type:**    Cash                      Check                      **Check Number:** \_\_\_\_\_

**Donation Amount:** \_\_\_\_\_

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### **Information for donation distribution**

**Who should the check be made payable to:** \_\_\_\_\_

**Recievers Email:** \_\_\_\_\_

**Service Unit Number:** \_\_\_\_\_ **Troop Number:** \_\_\_\_\_

**Mailing Street Address:** \_\_\_\_\_

**Mail City:** \_\_\_\_\_ **Mailing State:** \_\_\_\_\_ **Mailing Zip:** \_\_\_\_\_