



## TROOP/GROUP DUES RECORD

(This record is kept by the troop leader, group coordinator, or the treasurer where the troop/group collects dues from its members.)

Troop/Group Number \_\_\_\_\_

Year \_\_\_\_\_

Names	Month																					
	Week	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4		5
1																						1
2																						2
3																						3
4																						4
5																						5
6																						6
7																						7
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21																						21
22																						22
23																						23
24																						24
<b>Totals</b>																						

### HOW TO USE THIS FORM

The following method may be used to indicate that the dues are paid in full (X); in part (record actual amount paid); or not at all (leave the square blank). When, in the case of non-payment or partial payment, the balance is paid, the (X) may be used to cover the amount already recorded as a partial payment or to fill the blank space. At the end of each month, a vertical line may be drawn in red.

### IMPORTANT

This record, or a copy of it, should be forwarded as the leadership of the troop/group changes. This record is the property of the troop/group to which the record applies and is not the property of the person who keeps the record.