



**Debit Adjustment**  
 2022 Fall Product Program  
 Due November 18, 2022

Complete this form if your troop does not have the funds available to pay the council for your Fall Product order. **DO NOT complete this form if you are completing a Discrepancy Report on a delinquent parent.** The troop's account will be adjusted based on the Discrepancy Report.

Community Name: \_\_\_\_\_ Troop # \_\_\_\_\_

Troop Leader Name: \_\_\_\_\_

Troop Leader Phone: \_\_\_\_\_

Troop Leader Email: \_\_\_\_\_

Fall Product Manager Name: \_\_\_\_\_

Fall Product Manager Phone: \_\_\_\_\_

Fall Product Manager Email: \_\_\_\_\_

Total due council (Balance Due Council on the Troop Summary Report)	
Amount available for withdrawal on Nov. 18, 2022 (what can you pay now)	
Remaining balance due to council (subtract the amount available from the total due council)	
Specific date the remaining balance can be debited	

Reason for Request: \_\_\_\_\_  
 \_\_\_\_\_

The undersigned have agree that the request adjusted amount will be debited on the scheduled debit date as listed in the Troop Guide, and that the remaining balance due will be debited from the troop's account on the agreed upon date, as noted above. If either debit attempt is returned by the bank for any reason (including, but not limited to, insufficient funds (NSF), the undersigned agree that any fees incurred by the council will be added to the balance due.

Requested by: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_