

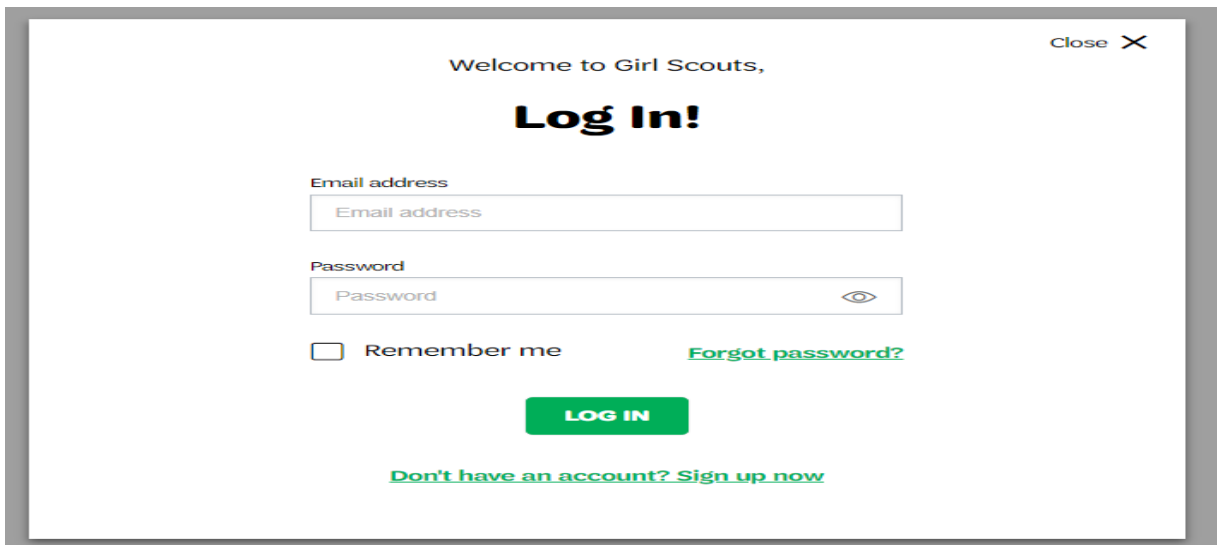
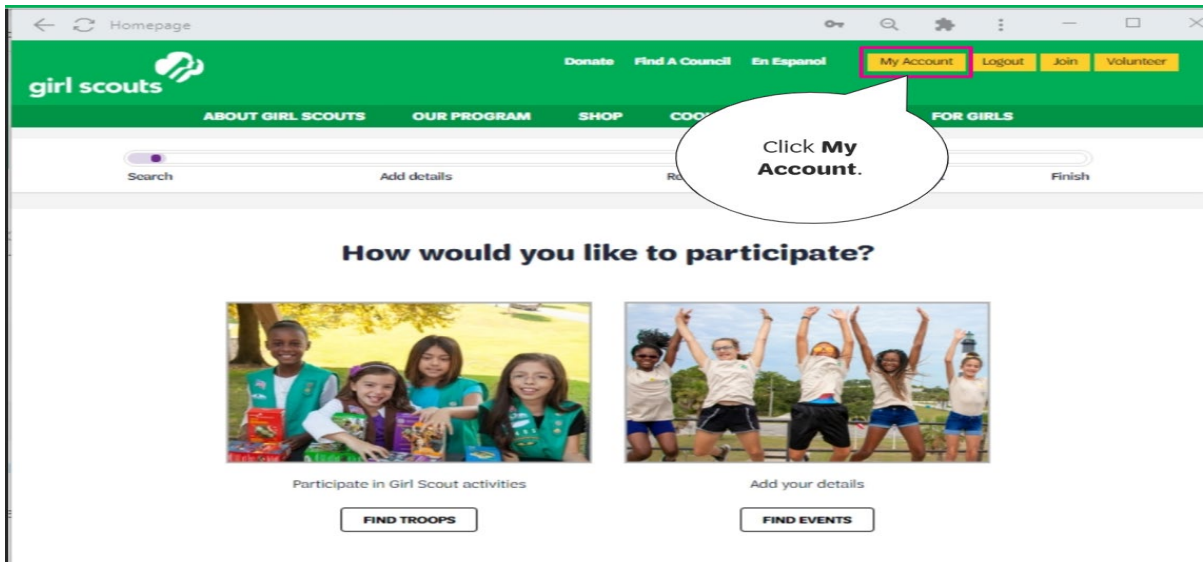
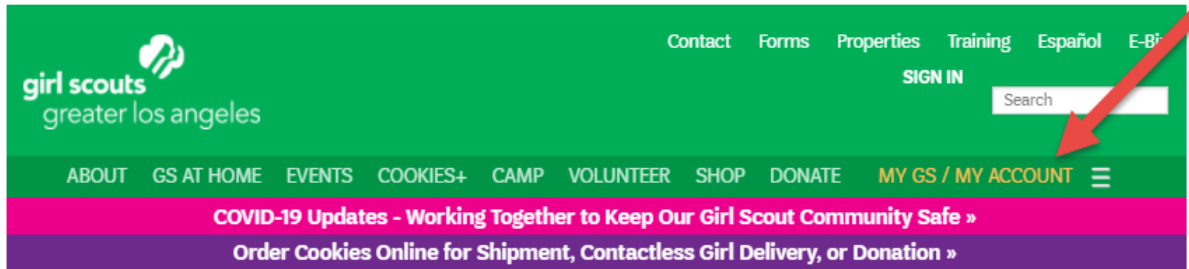
Instructions for Troop Leaders Renew Your Troop Members Online

For assistance, contact [customer care](#) at (213) 213-0123.

- Send your parents the link to the paper registration forms to complete and give back to you.
 - [2022 Girl Membership Form](#)
 - [2022 Adult Membership Form](#)
- Verify current address, contact information and school of each girl in your troop. Collect **\$25 for each girl or adult.**
- Deposit the membership dues into the troop bank account.
 - Note: Troop Leaders are encouraged to share details about the importance of supporting Girl Scouts by making a contribution to GSGLA.
 - During early renewal (April 1, 2021- June 30, 2021) for any donation made, they will receive an “I am Resilient” patch.
 - Donations may be made during renewal online or by visiting girlscoutsla.org/donate.
- [Login](#) to your **MyGS/MyACCOUNT**
- Click on the **My TROOPS** tab
- If you have multiple troops, select the correct troop number from the Troops tab dropdown on the left side menu.
- Before you start the renewal process, update your troop meeting information. Go to the **Troops tab**, select your troop click to the right of the Meeting details to update, meeting location, address, day and time display for all troop meetings. Edit the applicable information and click **Save**.
- Scroll down to the Troop Roster. Check the names on your troop roster to see if any are missing. If someone you believe is registered but is not listed, contact customer care at customercare@girlscoutsla.org or (213) 213-0123. In some instances, a girl or adult may have been registered in a different troop last year and their member record just needs to be transferred to your troop.
- If you wish to register all Girls/Adults, click **“Select All”** to start the renewal process. Click **Renew** at the top of the screen. **Make sure to renew at least one volunteer role for each adult to remain in troop.**
- For girls or adults for whom you are unsure if they will renew, just uncheck their renewal box so you can renew later if desired.
- For the girls or adults who will not be returning, choose **“Not returning”** on the far right from their name. If you choose this option, this will remove the online renewal option for that member to renew by the troop leader but will allow the caregiver to renew them but not for this troop. Contact customer care if “not returning” has been chosen but they change their mind.
- Confirm member details by reviewing your cart.
- If any girl's address, contact information or school information has changed, please click on **Edit** below their name. Please also change the information for her parent by clicking **Edit** below the parent's name. Caregiver relationship field must be populated.
- Choose membership year.
- Ensure the box is checked for acceptance of the Girl Scout Promise and Law and then click **Continue**.

- Enter the troop's debit card information and click **Continue**.
- Check that the correct people are included in the payment amount on the far right.
- Click **Submit** to finalize registration.
 - **Print receipt** copy for your financial records.

[Login to Girl Scout of Greater Los Angeles Website](#)



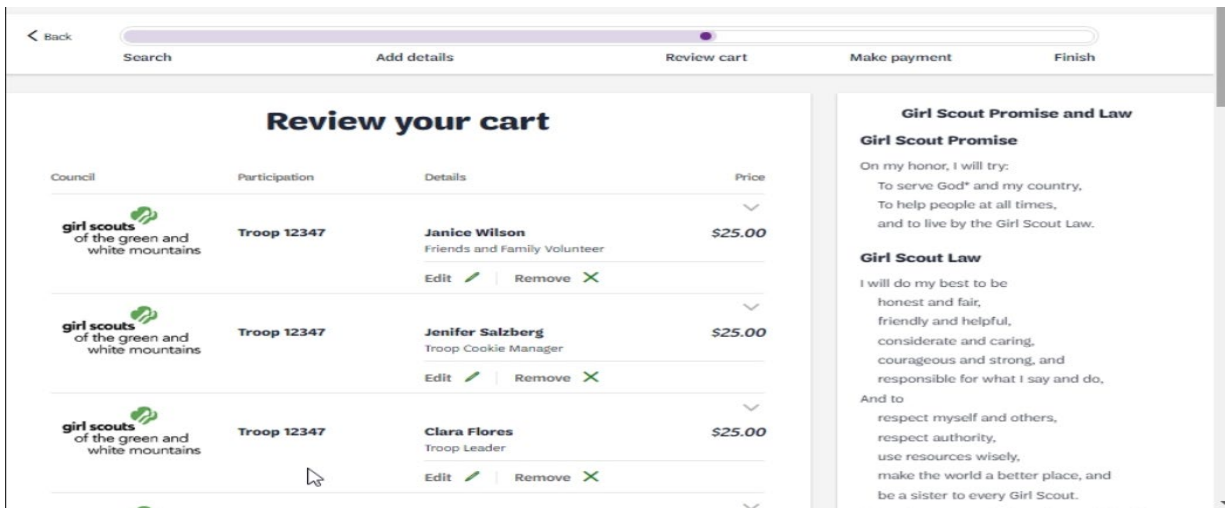
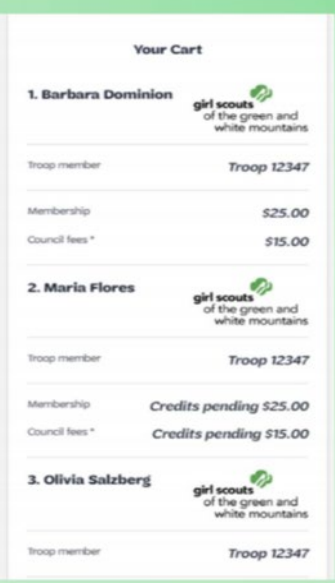
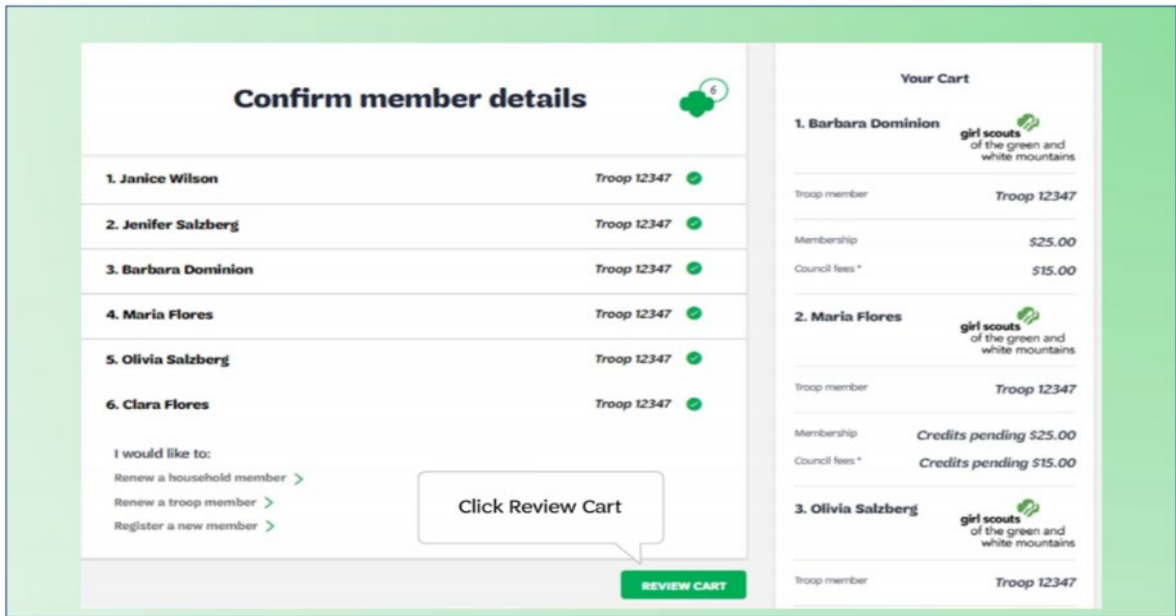
Select Troop.

*Update Troop Meeting Information.

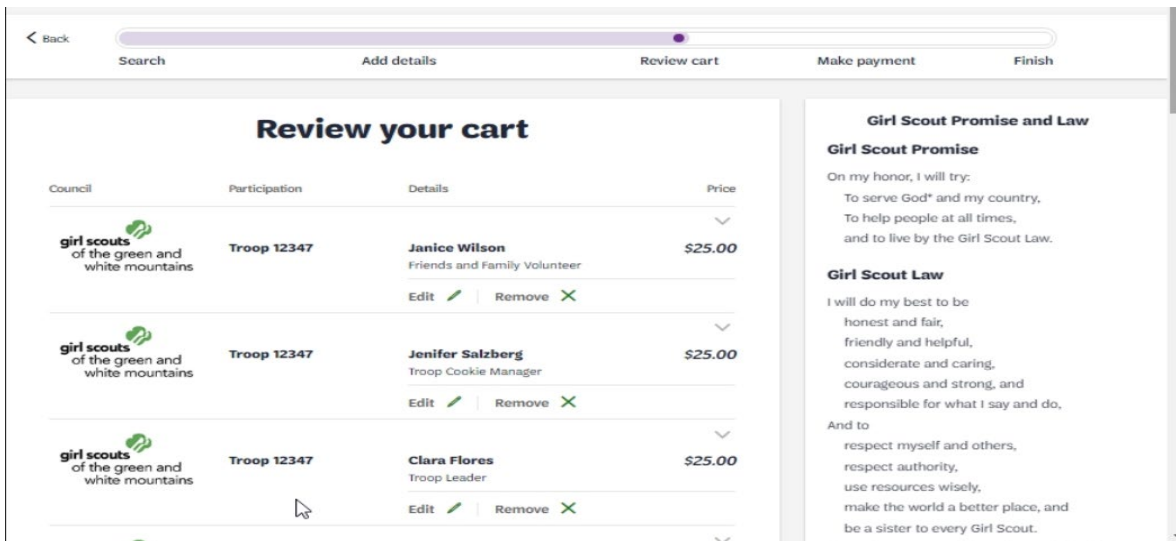
The screenshot shows the Girl Scouts website interface. At the top, there is a green navigation bar with the Girl Scouts logo and links for 'Donate', 'Find A Council', 'En Espanol', and 'My Account'. Below this is a secondary green bar with links for 'ABOUT GIRL SCOUTS', 'OUR PROGRAM', 'SHOP', 'COOKIES', and 'FOR ADULTS'. The main content area is divided into a left sidebar and a main panel. The sidebar, titled 'Welcome, John Stansky!', contains a list of menu items: 'My Account', 'My Household', 'My Troop(s)', 'Troop 12347' (highlighted with a red arrow), 'My Profile', 'My Events', 'Volunteer Toolkit', 'gsLearn', 'Contact Council', and 'Log Out'. The main panel displays the 'Troop 12347' page, which includes the troop name, meeting details (Larchmont School Gymnasium, Bi-weekly on Tuesdays), program level, and contact information for the troop leader, Clara Flores.

Select Members to Renew.

Member Name	Participation	Caregiver(s)	Exp. date	Program level	Status
Juliana Verbinski Edit details	<input type="checkbox"/> Troop 12347	Agnes Verbinski	09/30/2021	dash-dot	• END PARTICIPATION <input checked="" type="checkbox"/> Not returning
Keesha Robinson Edit details	<input type="checkbox"/> Troop 12347	Naima Robinson	09/30/2022	dash-dot	• ACTIVE MEMBERSHIP <input type="checkbox"/> Not returning
Lynelle Flores Edit details	<input type="checkbox"/> Troop 12347	Clara Flores	09/30/2021	dash-dot	• RENEW AS ADULT <input type="checkbox"/> Not returning
Margaret Stansky Edit details	<input type="checkbox"/> Troop 12347	Julie Stansky	09/30/2021	dash-dot	• TIME TO RENEW <input type="checkbox"/> Not returning



Read and accept Girl Scout Promise and Law.







[Back](#)

[Search](#)
[Add details](#)
[Review cart](#)
[Make payment](#)
[Finish](#)

Payment details

Payment method







Cardholder first name

Cardholder last name

Credit/Debit card number

Expiration date

CVV 


Your credit card information is [secure](#). GSUSA does not save your billing information.

Select a billing address

Clara Flores
 692 Bedford Rd
 New Boston, NH, USA


Use a different address

Cart Summary

1. Janice Wilson 


Friends and Family Volunteer Troop 12347

Adult 2022 Membership **\$25.00**

2. Jenifer Salzberg 

Troop Cookie Manager Troop 12347

Adult 2022 Membership **\$25.00**

3. Clara Flores 


Print your receipt!

[Back](#)

[Search](#)
[Add details](#)
[Review cart](#)
[Make payment](#)
[Finish](#)

Thanks for renewing, Clara!

Payment confirmation

Order #02512014 **\$195.00** 

Receipt sent to:
clara.flores@mailinator.com [Print receipt](#)

Thanks so much for continuing to be a role model for girls!
 Please allow a few minutes for your renewal to appear in your account.
 In the meantime, make yourself at home by customizing your settings.

MANAGE MY ACCOUNT