

# Just -in- time

## Final ACH - April 16

This is a short guide on how to prepare for the Final ACH in the eBudde system. For full details on money management, view page 19 in the Volunteer Cookie Manual, available on our website or in the eBudde Help Center.

### Getting Ready

- Collect and deposit all funds from parents
- Review bank account information in eBudde (*shown below*)
- Submit any forms necessary
  - [Non-Sufficient Funds](#)
- Verify your troops' final amount due to council and ensure these funds are available prior to **April 16, 2021**

### How to review bank information in eBudde:

1. Click the “**Settings**” Tab
2. View the Bank Name, Bank Routing No. and Bank Account No. for correct information.

**Missing Information?** Submit the [Bank Account / ACH Authorization Form](#) immediately!

**Bank Account not set up yet?** Contact us immediately at 1-800-666-2141 or [help@gsdakotahorizons.org](mailto:help@gsdakotahorizons.org) to set up arrangements for payment.

Settings Girls Init. Order Delivery Girl Orders

Edit Settings

Settings	
Number: 10008	#Girls Registered: 1
#Girls Selling: 0	Troop Goal (pkgs):
Level: Cadette	Opt out of rewards for ad You will receive rewards.
Bank Name:	Bank Routing No:
Bank Account No:	
DOC Troop?: yes	DOC Sync Completed?: y

### How to review final amount due to council:

1. Click the “**Sales Report**” Tab
2. “Amount You Owe Council” is amount to be withdrawn on **April 16, 2021**.

Dashboard Log Out

Transactions Rewards Booth Sales Deposits Sales Report Reports Help Center

### Council Dakota Horizons, Troop Sales Report

Bank Name:  
Routing No.: Acct No.:

Pkgs Received				Deposits Made			
Date	Initial Order	Amount	Balance	Date	Reference	Amount	
01/18	Initial Order	—	2424	2018-03-02	Initial ACH	\$ 2,424.00	
02/06	T10186	99K000	-204	Total Deposits		\$ 2,424.00	
02/13	T10020	79K000	-12	Total DOC Deposits		\$ 0.00	
02/13	T10020	G9K000	24				
02/21	T10020	50M000	-157				
02/21	T10020	80M000	34				
GOC pkgs.			0				
Total Pkgs Received			2109				
Total DOC Pkgs Received			0				
Total DOC Charity Pkgs Received			0				
Total Troop Sales				\$ 8,846.00	Council Proceeds		\$ 7,791.50
Troop Proceeds				-\$ 1,054.50	Deposits Made		-\$ 2,424.00
Council Proceeds				\$ 7,791.50	Amount You Owe Council		\$ 5,387.50

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

[View report in CASES](#) [Print Page](#) [Show as PDF](#)

**Reminder:**  
Watch for an email  
from eBudde as an  
additional reminder  
of the ACH!