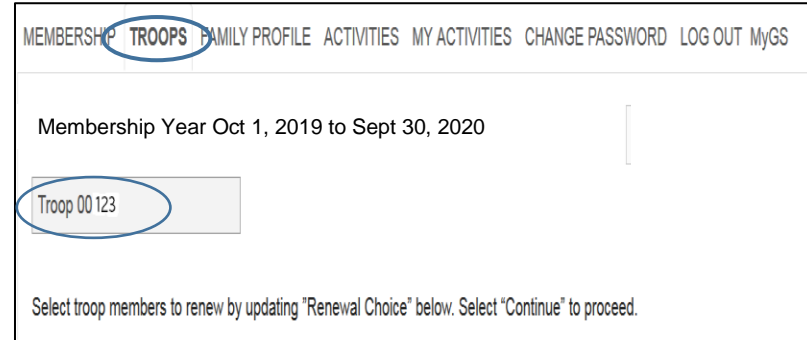
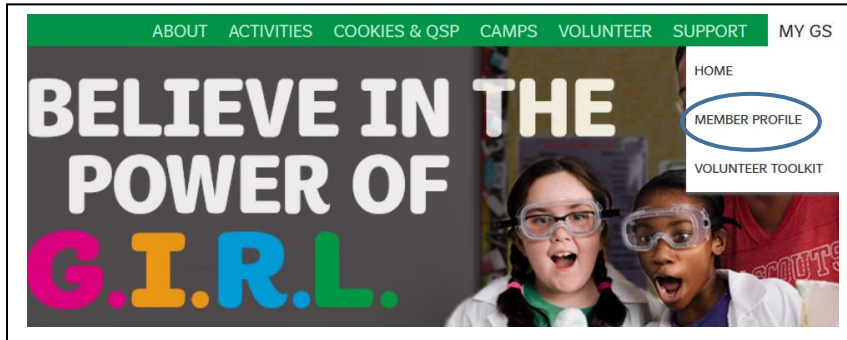


## I am a Troop Co-Leader. How do I renew my troop?

1. Visit [gsfct.org](http://gsfct.org). Click “MY GS” and “Member Profile.” Use your email as your “Username.” Forgot password? Don’t have one? Click “Forgot Your Password.”
2. Click “Troops” tab. If you are the Co-Leader of multiple troops, select the troop you want to renew.



3. Select “Renew Now” or “Renew Later” in the Renewal Choice column for each girl and adult member of your troop.

### Girls

Name	Participation	Status	Renewal Choice	
Girl Member1	Troop 00123	Time to Renew for 2020	Renew Now	Edit
Girl Member2	Troop 00123	Time to Renew for 2020	Renew Later	Edit

### Adults

Name	Participation	Status	Renewal Choice	CBC Expiration	
Adult Member	Troop 00123 Co-Leader	Time to Renew for 2020	Renew Now	5/18/2022	add   Edit

**Note: Select “Renew Now” next to every position the adult will be holding. Only one \$25 charge will apply even if multiple positions are renewed.**

If you choose "Don't Renew-Cancel" next to someone's name, if that person decides to renew later you will not be able to renew them and will have to contact GSOFCCT Customer Care so that we can reactivate their account from our end. Additionally, the family will receive an email indicating that we are sorry they are leaving us. Your best bet is to choose either “Renew Now” or "Renew Later."

4. Click “Continue” and follow prompts to complete registration.

***Tips for success:*** You can renew up to 20 troop members at a time and print your receipt, then switch to your membership tab to renew your family members. Do not register both your troop and your family in one transaction as this may cause registration issues.

Questions? Email [customercare@gsfct.org](mailto:customercare@gsfct.org) or call (800) 922-2770 to speak with a Customer Care Specialist.