



GIRL SCOUT BIOGRAPHICAL INFORMATION GIRL SCOUT SILVER AWARD/GIRL SCOUT GOLD AWARD

Both pages of form must be completed and turned in with final report.

Please complete the following information along with emailing two digital photos to girlawards@nccoastalpines.org. Please include a photo of yourself (head shot) and, if applicable, a photo of the event or service project in which you were a participant/leader (see below for photo instructions). The information and photos will be used for media releases to local newspapers and Girl Scout publications. Please type or print. The document can be mailed to the Raleigh Service Center or preferably emailed along with the photos to girlawards@nccoastalpines.org.

Photo Instructions-

- Digital photos are preferred and must be at least 2"x3" and 300dpi.
- If a digital photo is not available, hard copy photos can be submitted instead.

Requirements for hard copy photo submissions are as follows:

- Must be at least wallet size photo or larger. Your photo will not be returned.
- Must be an original photo. NO PHOTO COPIES OR SCANNED COPIES OF PHOTOS WILL BE ACCEPTED. If photo quality is unacceptable for publication (i.e. blurry or grainy), it will not be sent with media release.
- **DO NOT place staples in photos.** Photos that are bent or have holes in them are hard to submit to the newspaper. Put photo in an envelope or plastic bag and staple to the biographical form. This will protect your photo and prevent damage! Gently write your name on the back of your photo.

Name _____
First Middle Last

Address _____

City _____ Zip _____ Home Phone (____) _____

School Name _____ Grade ____ School year _____

School Street _____

City _____ Zip _____

List the major activities/organizations participated in outside of Girl Scouting.

If you would like notice of Girl Scout awards or other achievements sent to your school for your student file, to whom should it be sent?

Name _____ Position _____

E-mail _____

Girl Scout Information

Girl Scout member since _____(year) Current Grade Level _____

County/Area _____ Troop # _____ -or- Individually Registered

Troop Leader (s): _____

List Project Advisor(s) (if different): _____

Briefly describe your Girl Scout Silver Award Project/Girl Scout Gold Award Project.

List the name(s) of your local newspaper(s).

If you would like the media release to be submitted to your place of worship or parents' (in-house) employment publication, please list the e-mail addresses to which it should be sent.

- I give permission for my daughter's information to be published in Girl Scout publications.
- I give permission for my daughter's information to be published in local media outlets.
(i.e. newspapers, schools, places of worship, etc.)
- I DO NOT wish for my daughter's information to be published.

Family Information

News media often want you to be identified as the "daughter of" or "ward of" named persons. Correct forms include "Mr. and Mrs. John E. Doe," "Jane and John Doe," or the name of one or the other parent or a guardian. Please give your preference below. Your signature below will also authorize consent that photographs of your daughter may be used by Girl Scouts – North Carolina Coastal Pines to publicly recognize this achievement and promote the Girl Scout program.

Date this information given

Your signature

Parent/Guardian signature

The preferred method for submitting completed forms is as attachments to an email sent to girlawards@nccoastalpines.org. If submitting via hard copy, please mail to the Raleigh Service Center – 6901 Pinecrest Road, Raleigh, NC 27613

Recognition from Local and National Government Officials and Agencies:

As part of the Girl Scout Gold Award recognition process, Girl Scouts – NC Coastal Pines notifies national and local government officials and agencies to bestow recognition to awardees for their outstanding accomplishments. Please complete the following to give or deny permission for the council office to reach out to these organizations on your behalf. Please select from the following:

I, _____ (*First and last name*) give my permission for Girl Scouts – NC Coastal Pines to request letters and certificates of recognition on my behalf from various national and local government officials and agencies in connection with earning my Girl Scout Gold Award. I understand that it is up to the organization’s discretion to send the letters and I understand my name and mailing address will be provided so correspondence can be mailed to me directly.

I, _____ (*First and last name*) do not give my permission for Girl Scouts – NC Coastal Pines to request letters and certificates of recognition on my behalf. I do not wish for the Council office to provide my name and mailing address.

Document Retention

Girl Scouts – NC Coastal Pines retains electronic files of each Girl Scout Silver and Gold Award final report submissions. The Council does not retain physical records of documents submitted as a hard copy. It is a best practice before submitting hard copy forms to retain a copy for your records. Please select from the following (only complete this section if submission of hard copy documents to the council office):

I, _____ (*First and last name*) understand that only a digital copy of my Girl Scout Silver/Gold final report will be retained by Girl Scouts – NC Coastal Pines and that hard copy documents submitted will not be retained more than 60 days.

I, _____ (*First and last name*) request the opportunity to pick up the hard copy of my Silver/Gold final report from the Raleigh Service Center within 30 days of being notified that it can be retrieved.