

# HOW TO REQUEST YOUR UNIT'S PAYOUT



## 1. Sign into Trails-End.com and add or verify your unit's bank information.

- Go to Unit Info (1) and expand the Manage Unit Bank Account section (2).
- Fill out required fields and click Save (3).

Trail's End

Invite Your Scouts ORDER POPCORN

Unit Team Members

About My Unit

Manage Unit W9 Information

**Manage Unit Bank Account**

Please fill out the following form so that Trail's End can make payments to your unit's bank account.

Organization's Contact Person (who will receive unit payment details from TE)

\* Bankholder Name:

\* First Name:

\* Last Name:

\* Email Address:

\* Bank Routing Number:

\* Bank Account Type:

\* Bank Account Number:

\* Confirm Account Number:

\* Bank Name:

Your Contact Info

First Name:

Last Name:

Email Address:

Save

## 2. Go to Acct. Summary (1) and click Request Payout (2).

- **IMPORTANT:** You MUST be in the 2021 Selling Campaign to request.
- Next Available Payout Date will be noted on this screen.
- Click the black "i" icons for more information regarding your payout.

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ACCOUNT SUMMARY

2021 SELLING CAMPAIGN

**OPEN BALANCES**

Due to Council: \$0.00 *i* Invoice Statement

Unit Payout Available: \$0.00 *i*

Unit Credit Pending: \$0.00 *i*

Next Available Payout Date: 01/29/2021

Request Payout Payout History

**UNIT COMMISSION DETAIL**

Commission Type	%	Status
Base	35	<input checked="" type="checkbox"/>
Rewards Opt-Out	Price	<input type="checkbox"/>
Online	65	<input checked="" type="checkbox"/>

**COUNCIL BALANCE: TRANSACTION HISTORY**

No data available

Acct. Summary

Email [support@trails-end.com](mailto:support@trails-end.com) with any questions.