# Step-by-Step Guide to Register Your Service Unit on Crowded

Note: Only ONE Service
Unit Money Manager needs
to complete account setup.
You will be able to invite
additional admins.

## Please follow the steps below to set up your account:

1 Start Registration

Go to: GSCNC Crowded Signup Link



#### 2 Enter Your Personal Information

Fill in the following:

- Email Address
- Full Name
- Phone Number
- Date of Birth

#### **3** Enter Organization Information

In the organization section:

- First box (Organization Name): Girl Scouts of Nations Capital
- Second box (Unit/Chapter/Group Name): Enter your Service Unit Number (e.g., SU123)

#### 4 Create a PIN

- Choose and enter a PIN for your account.
- Click "Setup Bank Account" to continue (YouTube Video Guide)

### 5 Enter Organization Details

Use the following information exactly:

- Organization Name: Girl Scouts of Nation's Capital
- Website https://gscnc.org
- Address
   4301 Connecticut Ave NW
   Suite M2
   Washington, DC 20008
- **EIN**: 540732966
- Incorporation Details Incorporated in:

State: Washington DC

**Year**: 1963

#### 6 Enter Your Personal Information

- Complete any remaining fields with your personal details as requested (e.g., home address, SSN).
- NOTE: these details are used to verify your identity and NOT to run any sort of credit check.

#### 7 Submit the Application

In the organization section:

- Once everything is filled out, submit your application.
- Most accounts are approved within the same day.



#### Need Help?

If you have any questions or run into any issues, please don't hesitate to reach out — we're here to help!

Contact Support