

CHARTER RENEWAL RECAP SHEET

District **AW, CH, GO, HA, OS**

Scouting Unit(☐Pack, ☐Troop, ☐Crew/Ship _____)

Charters are due on or before the December 16, 2016

Charter Renewal Checklist:

Verification (initial when complete)

	Unit	Unit Commissioner
1. Charter Renewal Application		
A. Proper fees enclosed (*See summary below)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B. Executive Officer Signature	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C. Unit Leader Signature (CM, SM, NL or SK)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. • Are ALL applications on page 1 of Recharter printout present? • New applications complete with date of birth, address, telephone, social security numbers (Adults only), email, etc., and signed by applicant. • Youth applications signed by parent and Unit Leader. • Adult applications signed by Committee Chairman AND Executive Officer and/or Charter Organization Representative.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. All Adults have Youth Protection Training	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4. Leaders are Trained (SM, SA, CM, CA, DL, DA, NL, NA, CC, and MC)		
6. Journey to Excellence Unit Award Application	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7. Annual Charter Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No	

****NOTE:** There is no such thing as a "transfer" during recharter. If one is moving from one unit to another during recharter, fees are still required for this person.**

		Qty		Total Fees
Youth Registration	\$22.00 x	A.		A. \$.
Multiple Youth (No fees)				XXXXXX
Youth Boys' Life Subs	\$11.00 x	B.		B. \$.

Adult Registration	\$22.00 x	C.		C. \$.
Multiple Adults (No fees)				XXXXXX
Adult Boys' Life	\$11.00 x	D.		D. \$.
Unit Liability Insurance fee				\$40.00
			Total	E. \$.

Signed: _____
Unit Leader

Unit Commissioner