

RECHARTER CHECK SHEET

Unit _____ Worker/Commissioner name _____

Person presenting charter _____ Phone _____

**Recharterers must be submitted by the date your district designates, but no later than December 15.
Attach this form to the front of your recharter when submitting**

Place a check mark after verifying each of the items below:

- _____ New youth applications checked & put in order (signed by unit leader, parent, Venturer).
- _____ New adult applications checked & put in order (SS#, initials at bottom, **original** signature on background check authorization page & signatures of applicant, committee chair [CC] and executive officer/institution head [EO/IH] or Chartered Organization Representative [COR]).

UNITS WITH PERSONS AGED 18 AND OVER PARTICIPATING AS YOUTH MEMBERS
_____ Adult applications / YPT for each new youth member aged 18 and over (positions UP, VP, EP).

or {

- _____ Background check authorization forms for new adult applications, including UP, VP, EP.
- _____ Copy of YPT Y01 certificate completed after 1/1/2019 for all new adult applications.
- _____ **Charter roster approved online**
- _____ **Original signatures** of executive officer/institution head on recharter roster **AND** unit leader on recharter roster.
- _____ If new executive officer/institution head, write date of birth next to name on printout.
- _____ Top leader trained (CM, SM, NL, SK or EA). Attach copies.
- _____ Completed JTE form. Level earned _____

PACKS ONLY
_____ Roster has den leaders (DL, WL, TL, LG) for all Cub programs for which it has youth members.

CALCULATION OF TOTAL FEE DUE

- 1. Enter total fee from charter application printout..... \$ _____
- 2. Enter amount paid online by credit card or E-check..... \$ _____
- 3. Net fees due from charter application printout (*subtract #1 - #2*) \$ _____

New youth and adults to be registered for remainder of 2020:
NOTE: adding a member new to Scouting both in Internet Rechartering and for the remainder of 2020 below can result in duplication of the \$25.00 joining fee. Avoid this by registering new members prior to completing Internet Rechartering; click "update roster" to include them.

- 4. Cub Scouts, Scouts BSA, Venturing, Sea Scouts **@\$5.50/person/month** \$ _____
- 5. Exploring **@\$3.50/person/month** \$ _____
- 6. Adults **@ \$3.50/person/month** \$ _____
- 7. Joining fee for members new to Scouting in #4,#5,#6 @\$25,00 each \$ _____
- Total due (add #3 + #4 + #5 + #6 + #7)**..... \$ _____

or {

_____ Pay balance from unit account
_____ Check attached payable to BSA-SHAC) Date _____ Receipt # _____

*****OFFICE USE ONLY*****

Date originally received _____ Check information _____

To DE _____ JTE level _____