

## Recharter check list

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| <b>1</b> | Unit Charter Renewal Report – Printed. Must be electronically approved by one of the Key 3.                                                                                                                                               |
| <b>2</b> | Check for the renewal fees – DO NOT PAY ON-LINE: \$66/youth. \$41.25/adult. + \$1/person insurance. \$11/Scout Life (Boy's Life) subscription (optional). \$75/unit charter fee. + \$25 joining fee if new youth added during re-charter. |
| <b>3</b> | Completed and signed applications for any new youths or adults you are adding to your roster. New adult applications must have the Additional Disclosures & Background Check Authorization signed (Page 9 of Adult Application).          |
| <b>4</b> | YPT certificates for new Adults that are being added to the roster.                                                                                                                                                                       |
| <b>5</b> | The JTE Scorecard - signed by unit leader, committee chair and unit commissioner                                                                                                                                                          |
| <b>6</b> | The Annual Unit Charter Agreement form (MOU for Exploring)– signed by Executive Officer,COR and Committee Chair                                                                                                                           |
| <b>7</b> | Training report showing that all unit volunteers are trained in their positions                                                                                                                                                           |
| <b>8</b> | Unit Account Authorization Sheet - signed by Committee Chair. This is for your unit's Scout Shop Account with the Bay Area Council.                                                                                                       |