

2020 Unit Recharter Report Checklist

District: _____ **Expiration Date:** _____ **Charter Renewal Due Date:** _____

Unit: _____

To expedite the charter renewal process, please fill out this form and return it and your recharter paperwork, to your Commissioner. They are authorized to review and accept it. Also, note that all adult applications must have proof of the appropriate Youth Protection Training course or the application will not be accepted. *Only recharter paperwork that has been reviewed and signed by a Commissioner will be accepted at the Council Office.*

- ___ 1. PAGE 1 of “UNIT CHARTER RENEWAL REPORT PACKAGE”
- ___ 2. All applications for adult leaders and youth members as called for on Page 1
- ___ 3. ALL leaders on Charter must have active, unexpired Youth Protection training
- ___ 4. Appropriate Signatures on page 2, “CHARTER RENEWAL APPLICATION”
- ___ 5. 2019 Journey to Excellence score sheet
- ___ 6. Completed Adult Disclosures for all Adult’s included on new Charter.
- ___ 7. Appropriate fees and insurance (see below)

Total Youth Members	_____ X	\$	60.00	= \$	_____
					(total fees)
Youth Boys’ Life Subscriptions	_____ X	\$	12.00	= \$	_____
					(total fees)
Total Adult Members	_____ X	\$	36.00	= \$	_____
					(total fees)
Adult Boys’ Life Subscriptions	_____ X	\$	12.00	= \$	_____
					(total fees)
Insurance (REQUIRED)	_____ X	\$	12.00	= \$	_____
					(total fees)
Charter Fee	_____ 1 _____ X	\$	60.00	= \$	_____ 60.00 _____
 Total Fees Collected				\$	_____

We certify that this charter renewal is complete and includes all the above items:

Unit Representative Processor: _____

Signature

Date: _____

Received by (Commissioner or DE): _____

Signature

Date: _____