Dear Unit Key Three Scouters: Just like last year, the Last Frontier Council is delivering all Unit Re-charter Packets electronically. As one of the Key Three for your unit, you are receiving a copy of the Re-charter Packet for your unit. Also, as a backup, the District Commissioner for your district is also receiving a copy for the unlikely event a Unit's Key Three is not on the email list as shown by Council records. Upon receipt of this packet, we respectfully request that you send a quick note to the District Commissioner to acknowledge your receipt of the packet. As a member of the Key Three of your unit, it is your responsibility to follow through with the annual Re-charter process. If there is someone in your unit other than the Key Three that is designated to handle the Re-charter of your unit, please forward this message and the packet to them.

Within your Re-charter packet you will find the following:

1. Re-charter Instructions and Checklist
2. Re-charter Route Sheet
3. Re-charter Enrollment Form
4. National Youth Registration Fee Assistance Form
5. Internet Re-chartering 2.0 User Guide
6. Youth Application
7. Adult Application
8. Annual Unit Charter Agreement
9. Unit Account Maintenance
10. Unit Email Update List
11. 2023 Free Advancement Application
13. Background Check Disclosure
14. California State Law Disclosures
15. Additional Disclosures & Background Check Authorization

This year no code is necessary to access the re-charter system at advancements.scouting.org. As a Key Three for your unit, you already have access to the re-charter system. The system is live now for access.

As you review the Packet materials, you should note a significant item in the packet which is the Background Check Disclosure, California State Law Disclosures and Additional Disclosures & Background Check Authorization Form (Form J) These items are routinely handled with the BSA Adult Application. However, National has instituted a new policy whereby they plan to periodically do a new background check on ALL ADULT SCOUTERS, even those already in the system. THEREFORE, ANY ADULTS THAT SHOW UP IN THE SYSTEM WITH A RED CHECK MARK NEXT TO THEIR NAME IN THE CDC COLUMN WILL NEED TO COMPLETE FORM J AND INCLUDED WITH YOUR RE-CHARTER PACKET.

We thank you for your service to Scouting. Should you have any questions concerning your unit Re-charter, please contact your District Commissioner or one of the many Unit Commissioners. As always, you can contact me as well.

Respectfully Yours in Scouting,

Rory Barneche,
Assistant Council Commissioner

Phone: 405.813.3085 Cell: 405.760.2445
www.nicholsenergyservices.com

Re-charter Instructions and Checklist

Please complete and checkoff each step to insure your Re-charter is correct and can be processed. You will need to access the system at advancements.scouting.org. The system is live now. Please use the unit roster included to get updated information on current members and to identify what members will not be going through the renewal process. **ALL UNIT RECHARTERS ARE DUE TO THE COUNCIL OFFICE BY NOVEMBER 18, 2022.**

1. **Youth** – *Review the list of youth members in the online system.*

   - ☐ Youth not continuing in Scouting should be removed.
   - ☐ Youth renewing should be reviewed to insure correct information.
   - ☐ Any youth not listed in the system will need a completed Youth Application (Form A) and a fee enrollment form (if paying monthly) attached to your Re-charter. These applications must be signed by the parent and Unit Leader.

2. **Adults** – *Review the list of adult members and their positions in the online system.*

   - ☐ Adults not continuing in Scouting should be removed.
   - ☐ Adults renewing should be checked to insure correct information and leadership positions.
   - ☐ **A new, signed Additional Disclosure & Background Check Authorization form must be collected for any currently registered adult with a red check by their name in the CDC column in the online recharter system. This must be done before their adult annual registration can be processed.** The BSA has implemented periodic criminal background checks on a five-year basis. Please ask that your adult volunteers read all 3 forms; Background Check Disclosure, California State Law Disclosures, and Additional Disclosures & Authorization and sign and return the Additional Disclosure & Authorization with the re-charter. (Forms H, I, & J)
   - ☐ Any adults not listed in the system will need a completed Adult Application (Form B) and a fee enrollment form (if paying monthly) attached to your Re-charter. These applications must be signed by the volunteer, & Charter Representative. Three pages should be turned in with each Adult Application; the application, the disclosure, and a valid Youth Protection Certificate.
   - ☐ The following positions are required for Re-chartering:
     - (1) IH – Institution Head
     - (1) CR – Charter Representative
     - (1) CC – Committee Chairman
     - (2) MC – Member of the Committee (x2)
     - (1) Unit Leader – Cubmaster (CM), Scoutmaster (SM), Crew Leader (NL), Skipper (SK)
     - (1) Den Leader – DL, WL, TL only needed in Packs, but must have at least one)

Helpful Hint for Adult and Youth – Applications turned into the office before your Re-charter is submitted will appear on your list of members and eliminate the need for a paper application.

3. **Youth Protection Training** – *Ensure that all Adult leaders are certified with the new version.*

- ☐ Review the Adult Leader roster. All Adult Leaders denoted in the online system as having a current Youth Protection Certificate require no further action.
- ☐ For all Adult Leaders denoted in the online system as NOT having current and up to date Youth Protection Training, you MUST attach a physical copy of their Youth Protection Training Certificate and turn it in with your hard copy. The online training is very thorough, and upon completion of the training and the test, provides the volunteer with immediate access to a certificate indicating their updated YPT status.

Helpful Hints – The National Organization requires that all leaders be trained in the new and updated Youth Protection Training at re-charter. The only way for individuals to become trained and receive their certificate is to take all 3 online training modules and complete the test at my.scouting.org. Vouchers and personal testimonies are no longer accepted. **Your entire Unit Re-charter will not be valid for processing unless the above directions are followed.**

4. **Signatures** – *Acquire all proper signatures on Re-charter, Charter Agreement, and Applications.*

- ☐ Re-charter will need the IH and Unit Leader to sign on the labeled lines. The Council signature is for your Commissioner and District Executive to sign when they have reviewed your Re-charter.
- ☐ Charter Agreement (Form C) will need to be signed by the IH, CR, and DE.
- ☐ Adult applications will need to be signed by CR, and volunteer.
- ☐ Additional Disclosures & Authorization forms (Form J) will need to be signed by each renewing adult volunteer with a red check by their name in the CDC column in the online recharting system.
- ☐ Youth applications will need to be signed by the parent and Unit Leader.
- ☐ Other Forms will need to be signed by the volunteer holding the correct position. Please review the form in question.

5. **Fees** – *Determine required fees and collect for payment.*

- ☐ Collect all required fees from youth and adult members unless a member is currently enrolled or is enrolling (with this recharter) in the monthly payment plan.
  - Required Fees – The online recharter system will not be able to determine the correct amount for fees in the web form. **ALL UNITS MUST SUMBMIT RECHARTER PAYMENTS TO THE LOCAL COUNCIL OFFICE. PLEASE SEE ATTACHED SCREENSHOT TO SELECT PAYMENT TO LOCAL COUNCIL.**
  - Optional Fees - *Boy's Life Magazine is encouraged but completely optional.*
  - We prefer you pay with a check. And checks can be made out to **Last Frontier Council.**
  - If you would like to pay with a Credit Card, send a note with your re-charter and someone at the office will call you to get the Credit Card number when we process your re-charter.
  - Fees can also be taken from your Unit Account if there are funds available. A signed note must be included with your Re-charter if you authorize this method.
- ☐ Members that are registered in more than one unit only need to pay once. Please make sure that **multiples are marked, so you are not charged again.**
- ☐ Complete the Recharter Route Sheet to insure that your unit pays the correct fee to the Last Frontier Council. The fees in the online system will be incorrect.

6. **Account Maintenance** –*Fill out and return the attached forms that will ensure your Unit gets the service you need.*

- ☐ **Unit Account Maintenance Form** – (Form D) Updated each year so the office knows who in your unit can access the funds you have with us. Please also make sure the office has a current copy of your Charter Organization's Tax Exemption on file.
- ☐ **Email Form** – (Form E) This is how your District will update their email list.
- ☐ **Free Advancement Form** – (Form F) Criteria for Free Advancement has been improved! Your unit may qualify, even if you have not in the past.
- ☐ **Journey to Excellence Form (JTE)** – (Form G) Your unit may qualify for Bronze, Silver, or Gold!

7. **Submission** – *All Unit Re-charters are due to the Council Office by November 19, 2021.*

- ☐ Submit your Re-charter online and print the "Unit Charter Renewal Report". (One very common mistake at this step is printing only the "Summary Renewal Report E-Z". Please DO NOT print or submit the "Summary Renewal Report E-Z".)
- ☐ Get signatures on the Re-charter and any additional applications.
- ☐ Fill out and sign the Account Maintenance forms.
- ☐ Place Re-charter, applications, payments and forms in a folder or large envelope, so nothing can fall out or get lost.
- ☐ Get completed Re-charter packet to your District Commissioner or District Executive to be reviewed and signed. Your District will bring to the office to be processed. If you do not know your District Commissioner or District Executive, you may bring your completed Re-charter to the Council Office directly.

Recharter Route Sheet

Date _____

District Name_____ Unit Type (Pack, Troop, Crew, Post) Unit #_____

Registration

Youth - _____@ $25.00 (Fee for New Scouts Only) $_____

Youth - _____ (Not on Subscription) @ $150 Youth = $_____

Adults - _____ (Not on Subscription) @ $60 Adult = $_____

Unit Liability Insurance Fee = $100.00

Registration Subtotal $ _____

Scout's Life Magazine

Youth - _____(Not on Subscription) @ $12 Youth = $_____

Adults - _____(Not on Subscription) @ $12 Adult = $_____

Boys' Life Subtotal $ _____

Registration & Boy's Life Total **$**

***Monthly subscription enrollment forms - Enrollment forms must be turned in for all members not currently on subscription and will not be included in the **Grand Total Paid**.

#_____ Multi Scout Families (25% Discount)

List Last Names _____

_____

***Must have 4 registrations in the immediate family and 3 have to be Scouts to qualify for the 25% discount. Discount must be mannually deducted from the **Grand Total Paid**.

Grand Total Paid **$**

District Names and Codes

		NH = New Horizon (1)
BP = Baden Powell	CT = Chisholm Trail (4)	SO = Sooner
BT = Big Tepee	EA = Eagle	WI = Wiley Post
BB = Black Beaver (4)	KB = Kickingbird (4)	WP = Western Plains
CV = Canadian Valley	MP = Manuel Perz (1)	WR = Will Rogers

BOY SCOUTS OF AMERICA
LAST FRONTIER COUNCIL

3031 NW 64th Street
Oklahoma City, OK 73116
www.ScoutingRocks.tv

Subscription Enrollment — For Recharter

This form is for families who want to start the monthly subscription in 2023

SUBSCRIPTION OPTION	
One Time Joining Fee and/or Scout Life Magazine *($25 for **new** Scouts only, add $12 for Scout Life magazine. This charge will occur before subscription starts.)*	**$**
A. Monthly Scout Charge *(# of Scouts X $14)*	$
B. Monthly Adult Charge *(# of Adults X $5)*	$
Total Monthly Charge* *(Lines A + B)*	$
**Charges Stop Any Time with 30-Day Written Notice*	

Participant Information

		Pack | Troop | Crew	
Youth First Name	Youth Last Name	*Unit Type (Circle One)*	Unit #

***List additional youth or adults on the back of this form

Parent/Guardian Name/Information: First: _____ Last: _____

Phone:_____ Email: _____

Payment Information

Credit/Debit Card:		
_____-_____-_____-_____	Visa | MC | Discover	____/____
Credit Card #	Card Type *(Circle One)*	Expiration Date
		CVC _____
Electronic Checking Information		
Bank Name	Routing Number	Account #
Name on Card / Account	Signature	Date

By signing above, I authorize the Last Frontier Council to charge/withdrawal the initial fee and monthly fees on or around the last day of each month from the card/account I have provided. I certify that I am an authorized signer for the account given and agree to pay these fees until registration has expired. I understand that monthly charges will continue until I send a 30-day cancellation notice to last.frontiercouncil@scouting.org; monthly charges will continue until the end of the 30-day period. All payments are non-refundable.

September 23, 2021

Scout Registration Worksheet

Additional Youth Registrants

First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____

Additional Adult Registrants

First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____
First Name_____ Last_____ Pack/Troop/Crew Unit #_____

*Families receive a 25% discount with 4 registrations in the immediate family, 3 must be youth to qualify.

Enter manually adjusted discounted monthly total here $_____

National Youth Registration Fee Assistance Form

Unit Type & Number:_____**District:**_____

Name of Person Submitting:_____**Position:**_____

Chartering Organization:_____

Please list the names of youth who are requesting national registration fee assistance below along with the accompanying information. All requests will be considered for $75 of local council assistance directly paid to the national organization for membership registration. "Amount Unit Supported" is the total $ your unit supports these youth annually.

Youth First and Last Name:	**Sold Popcorn?**	**Amount Unit Supported?**
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____
_____	Yes / No	$_____

What additional information can you share regarding these youth in support of their application for assistance?:

_____

_____

_____

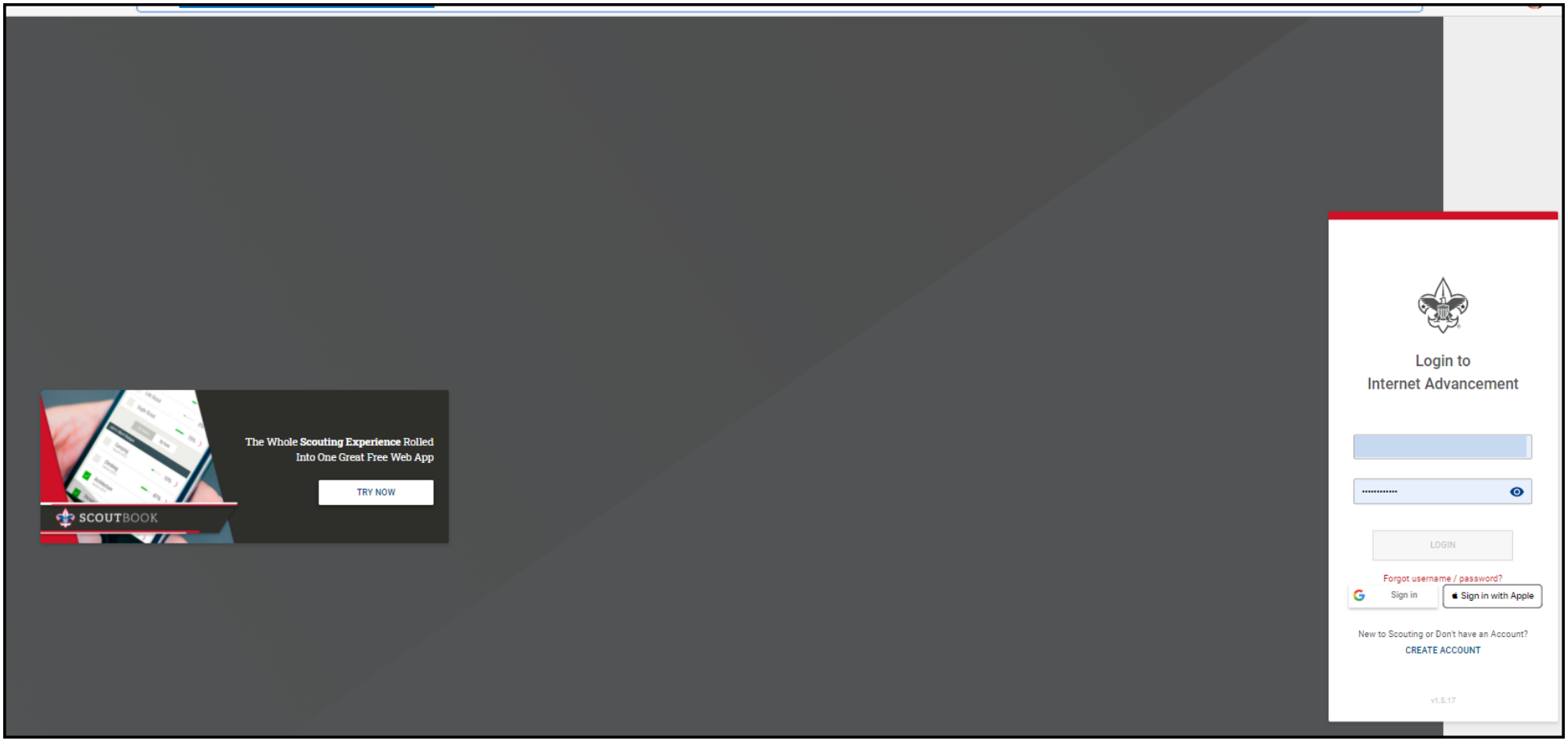
_____

Please return this form to your local District Executive for consideration.

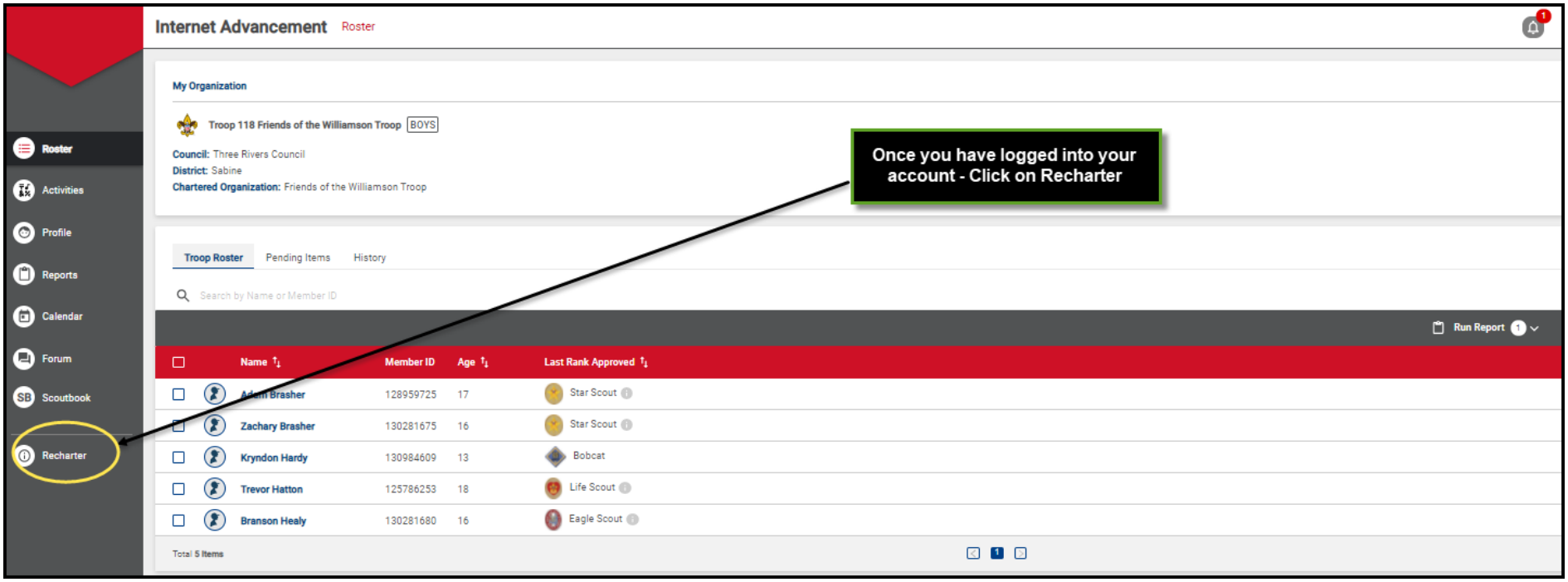
Internet Rechartering 2.0

User Guide

Internet Rechartering may be accessed by the Unit Leader, Charter Org Rep, Committee Chairman or Key 3 Delegate by logging into their Scoutbook.com or My.Scouting Account

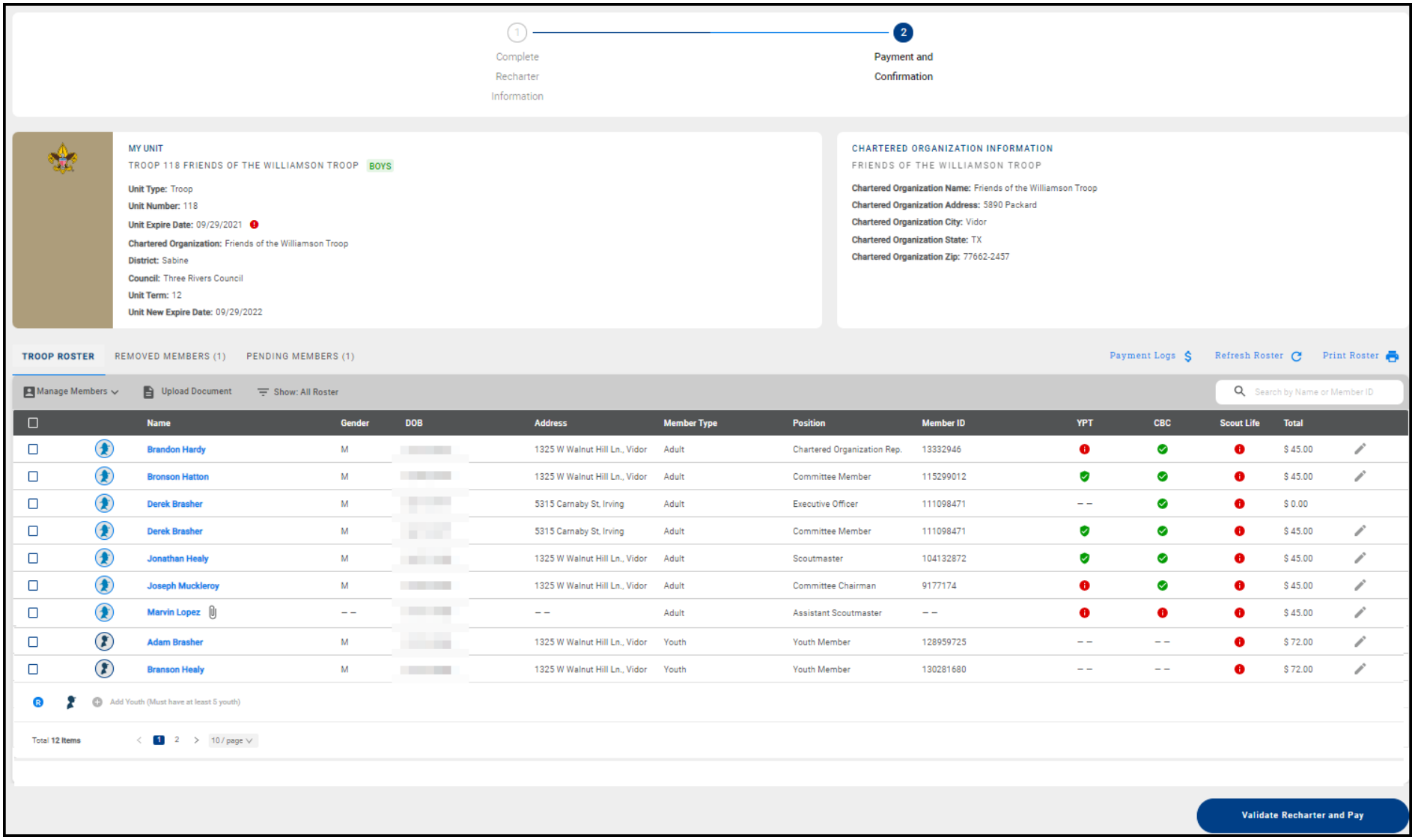


Open Recharter



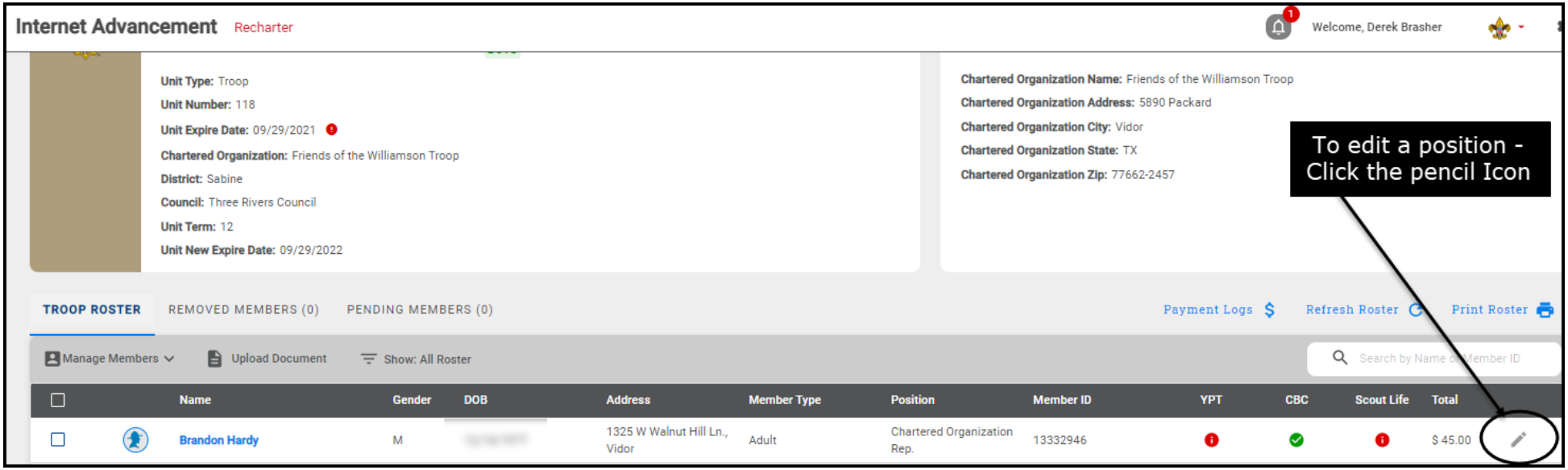
Once the roster is loaded, you may start editing the roster

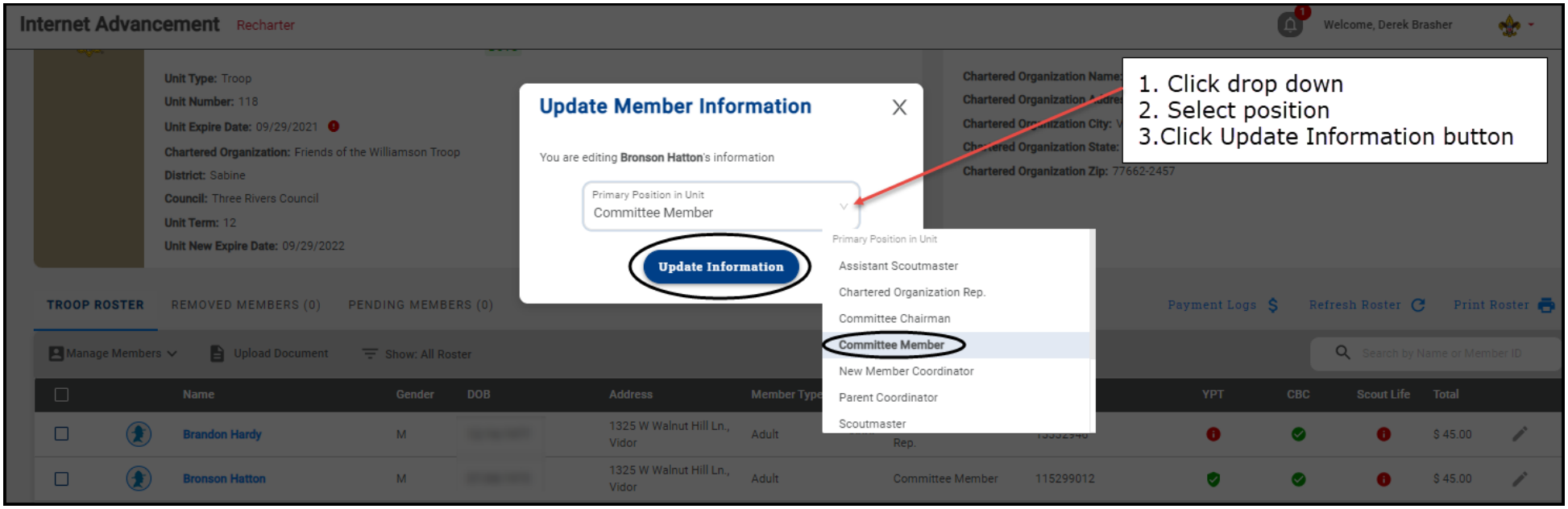
- YPT - Red Exclamation Point – Youth Protection Training has not been completed and recorded in the person profile or the YPT has expired
- YPT – Green Exclamation Point – Youth Protection Training is current
- CBC – Green Checkmark – New Criminal Background Disclosure has been received and recorded in the person profile
- CBC – Red Exclamation Point – New Criminal Background Disclosure has not been received
- Scout Life – Red Exclamation Point – No subscription has been added to the registration
- Scout Life – Green Checkmark – Subscription has been added to the registration
- -- No status (New Members, youth, and no fee adults)



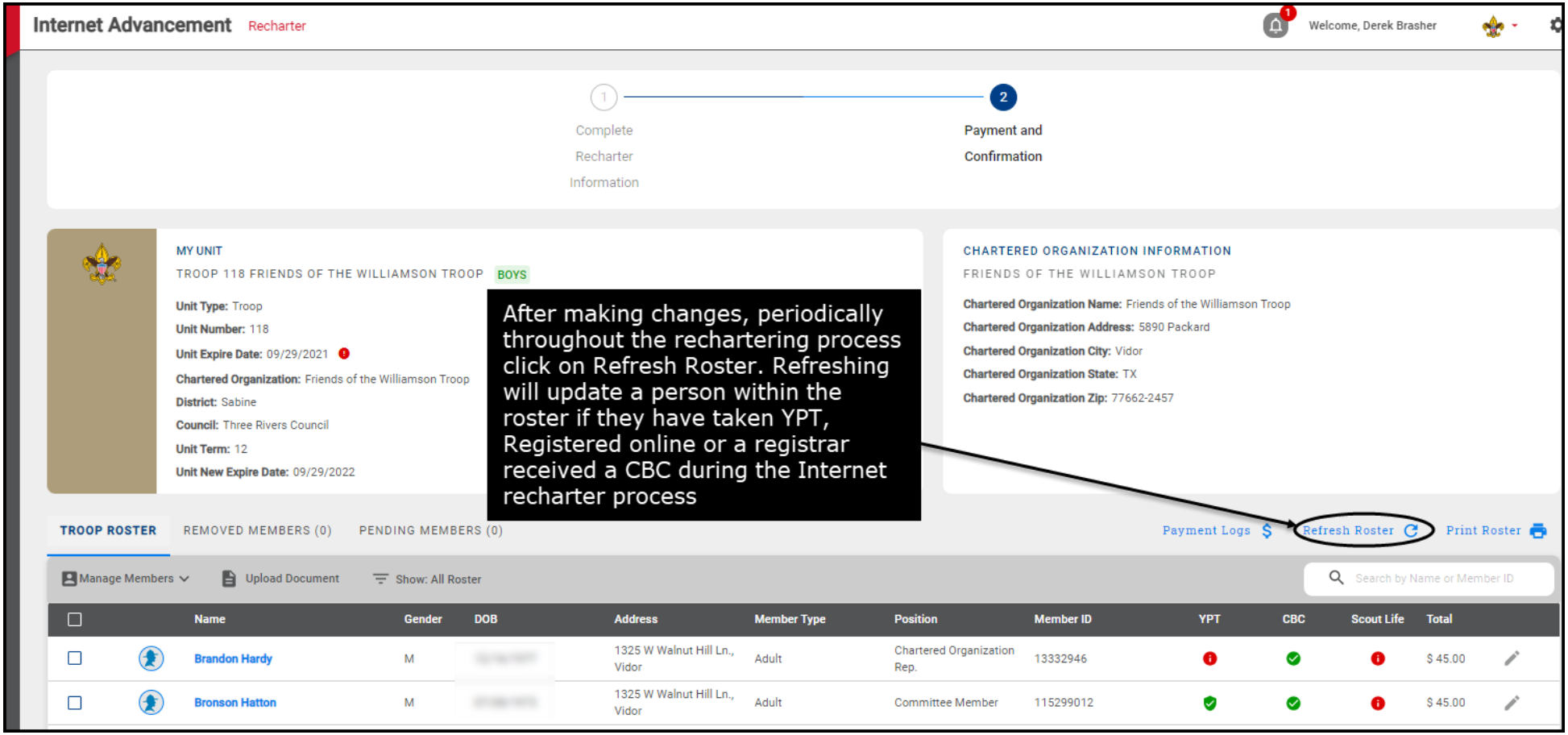
Changing a position

You have the ability to change a position of a leader by clicking on the pencil icon. Choose the appropriate position within the drop down and click update information.



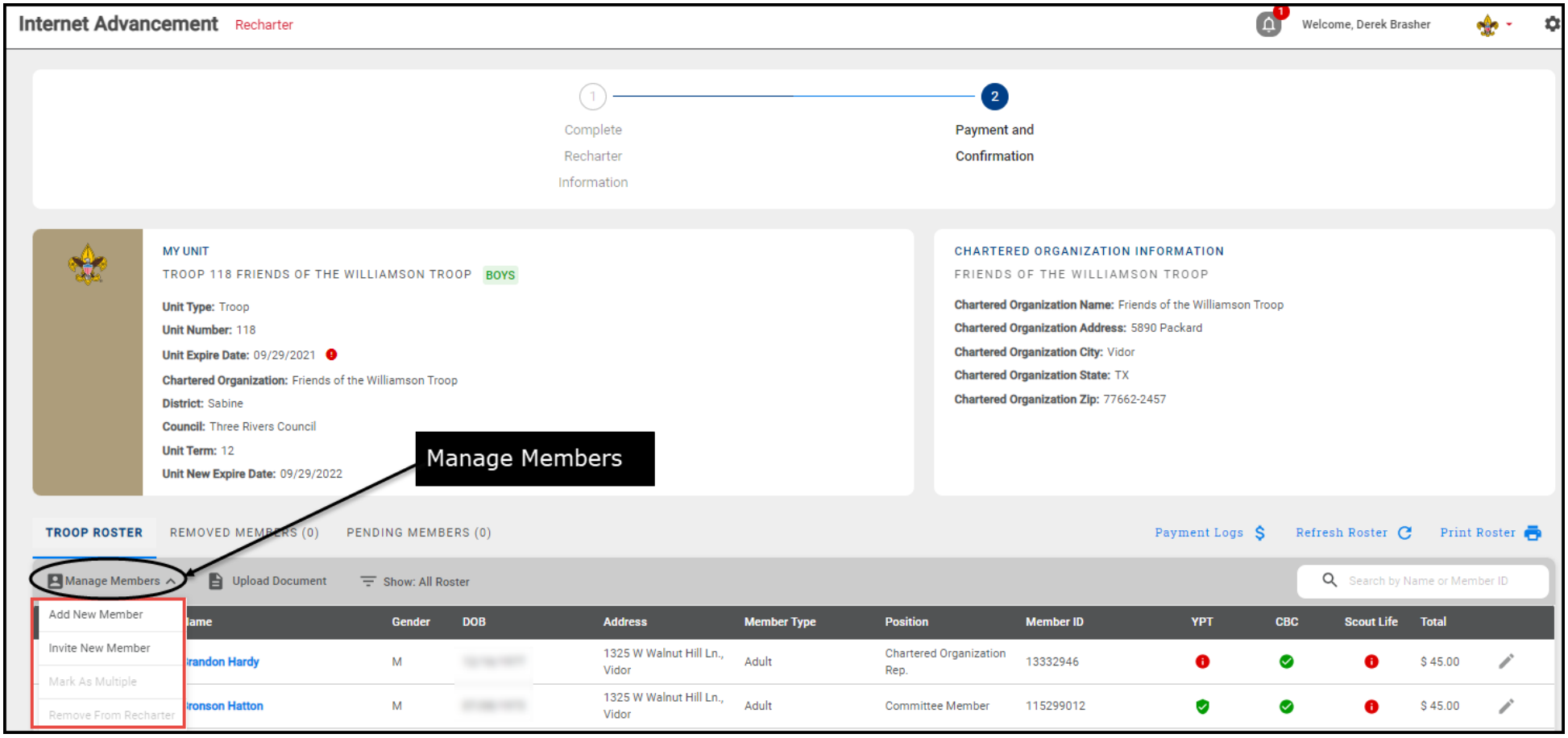


Refreshing your roster



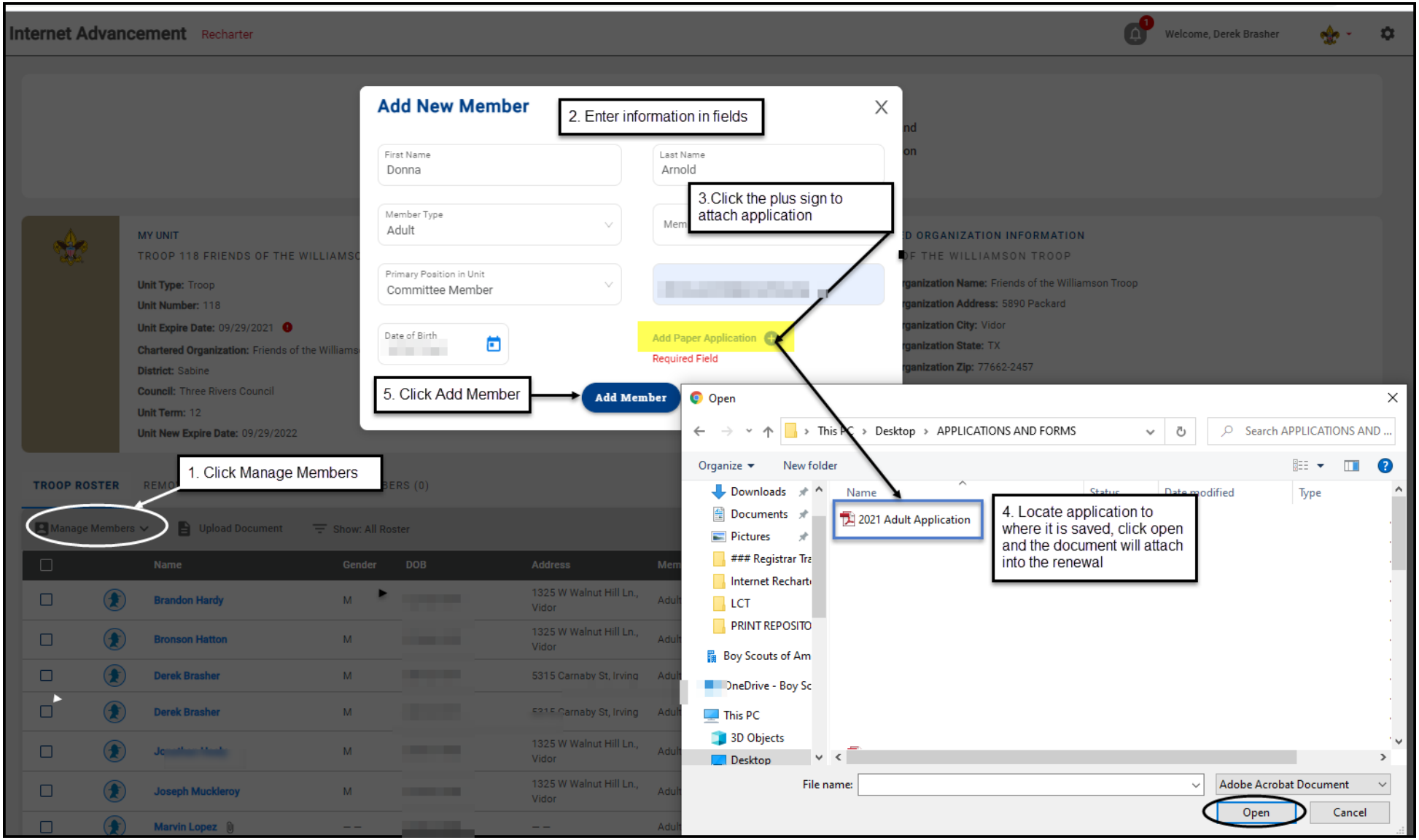
Manage Members

Add a new adult, mark as multiple, remove from roster and invite new member.



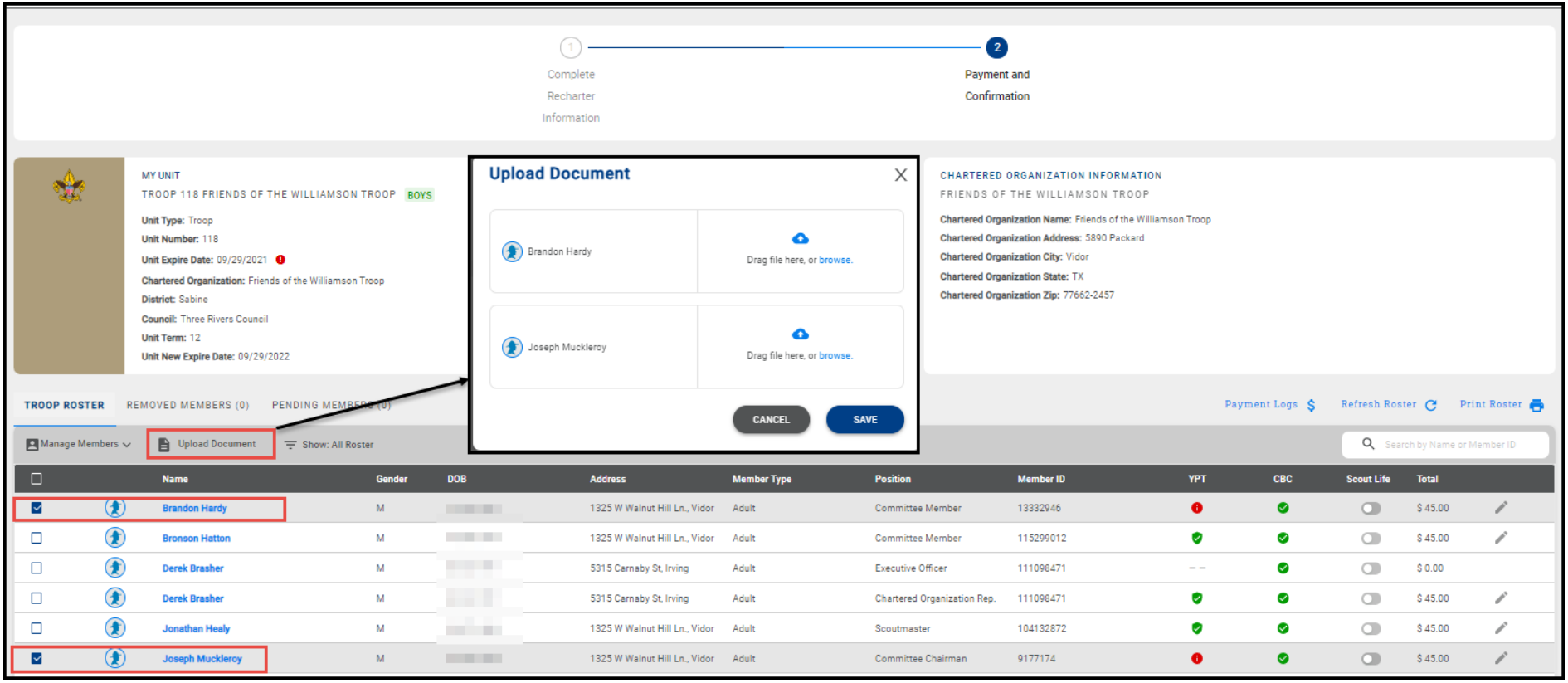
Adding a New Member

Click on Manage Members>Add New Member>Enter all required information>Click on the Plus sign next to Add Paper Application>Select the file and attach the application >Click the Add Member button.



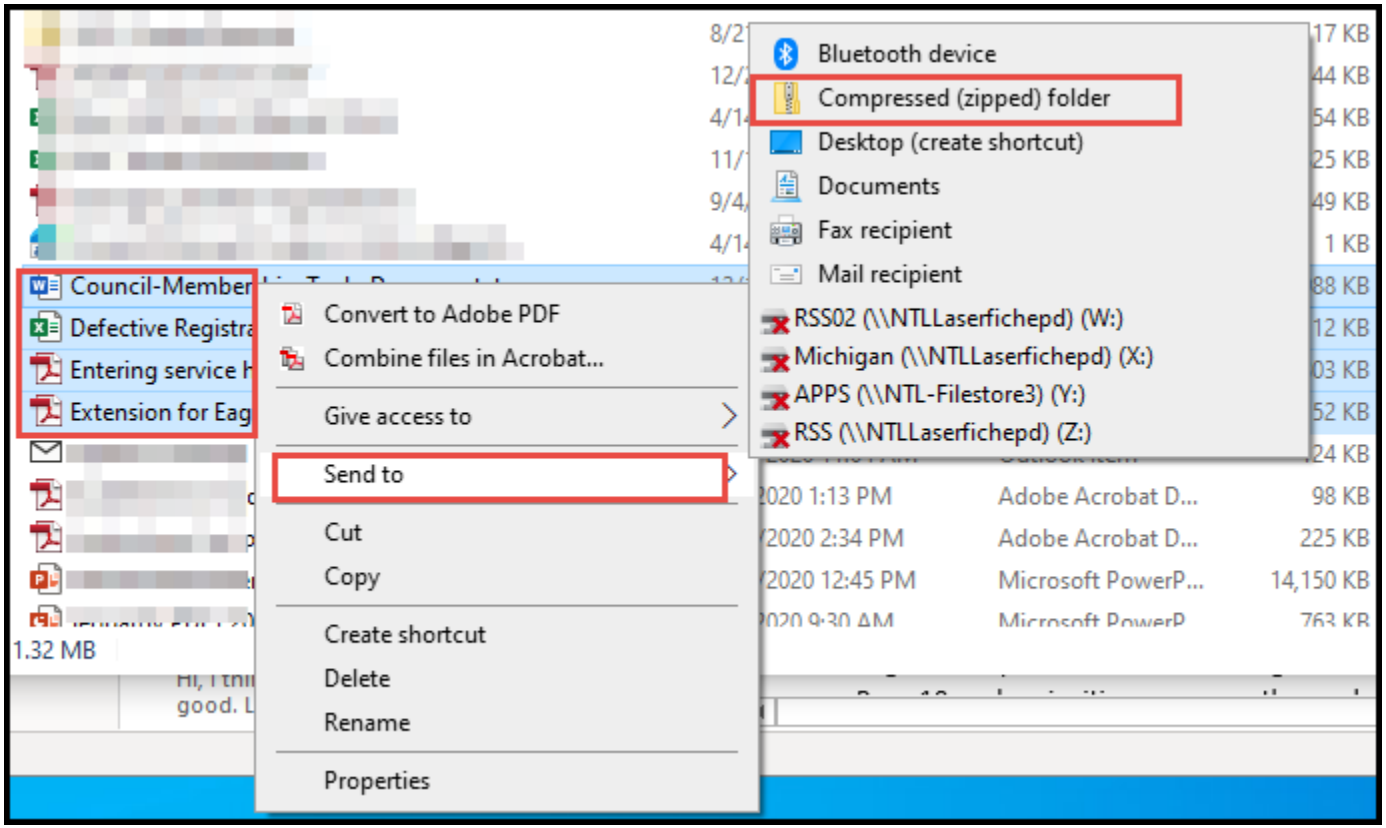
Uploading a Group of Documents into the Renewal

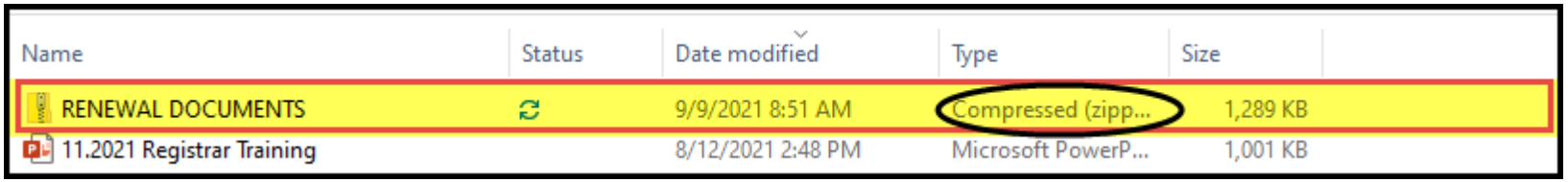
A group of documents, perferably in a zip file, can be uploaded into the renewal. They are Adult and Youth Applications, Criminal Background Disclosure Authorizations, Youth Protection Training Certificate, CORI Form and PA background records. Select the individuals that you are uploading documents for by checking the box next to their name and click upload documents. A popup will appear and this is where you load the zip file of documents.



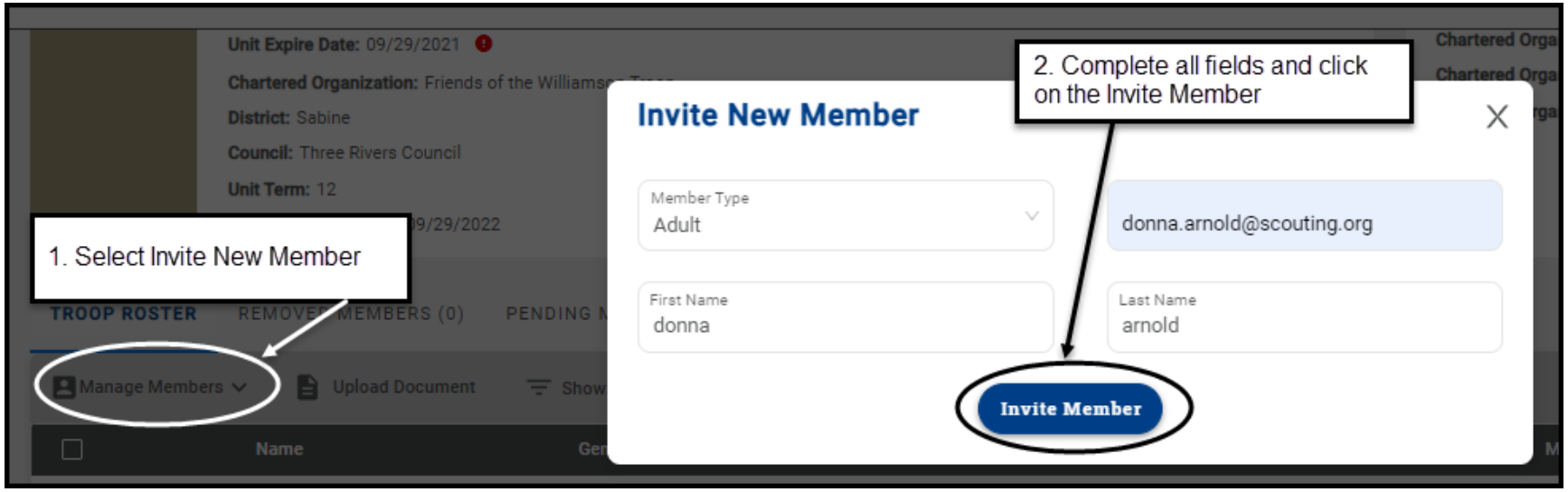
Creating a Zip File for loading documents

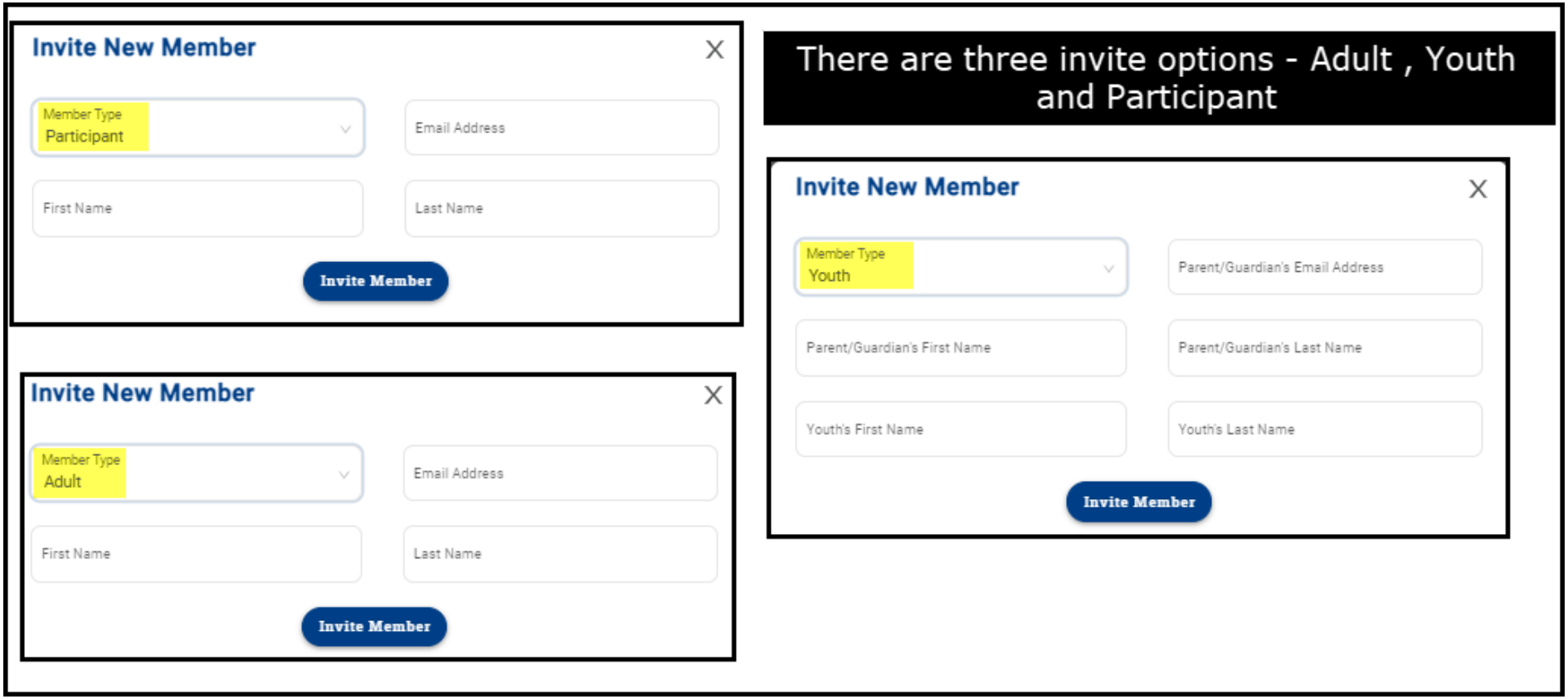
If you are uploading a group of files, use your Zip File option by highlighting the documents, right click after highlighting the documents and select Send to and next slect Compressed (zipped) folder. Once you have created the zip file and named your zip folder, choose the folder when clicking the Upload Document option.





Invite New Member into the unit (Leads)





An email is sent with a link to complete an online registration. Reminder: click on Refresh Roster periodically throughout processing your renewal. This will add any new online registrations into your unit. Once the invite is sent, they will appear on the Pending Members Tab.

Recharter Invitation

BS Boy Scouts of America <boyscoutsofamerica@email.scouting.org>
To Donna Arnold
Retention Policy 3 Year Delete (3 years)

View Online

Right-click or

You're Invited to Join Us!

Troop 0118 is waiting for you to join!

donna, you've been invited to join Troop 0118 and become a member of the Boy Scouts of America! To finish the joining process, please click the below.

https://myqa.scouting.org/VES/OnlineReg/1.0.0/?tu=UF-MB-578taa0118

If you have any questions or concerns, please reach out to **Troop 0118** directly.

We look forward to all the great things you will accomplish in your Scouting journey.

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TROOP ROSTER REMOVED MEMBERS (1) PENDING MEMBERS (1)

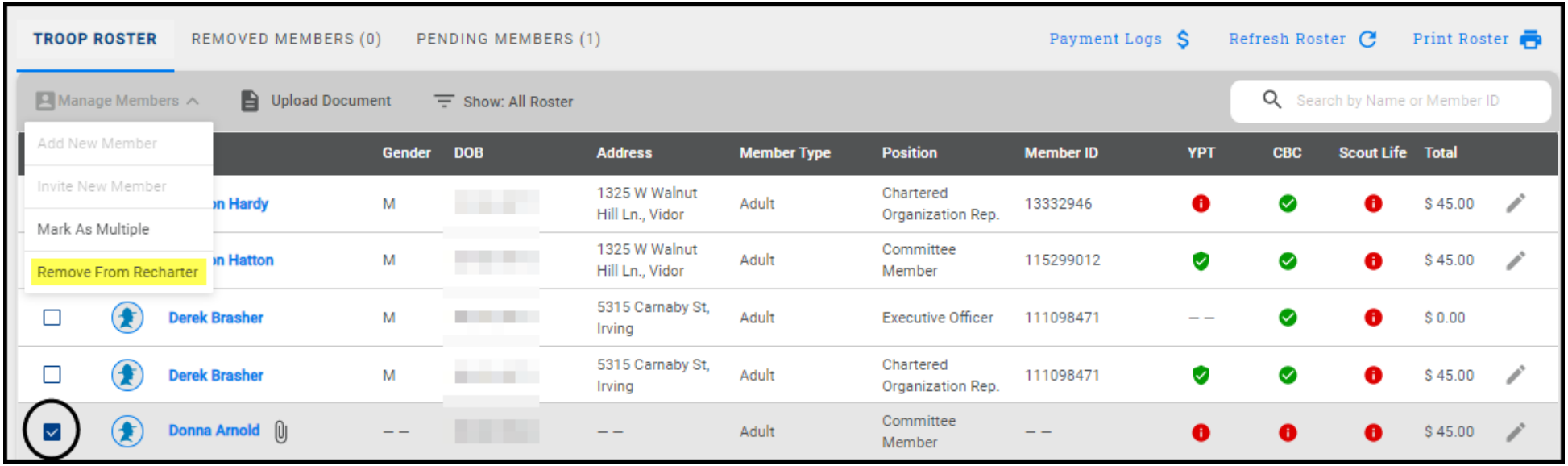
Send Reminder

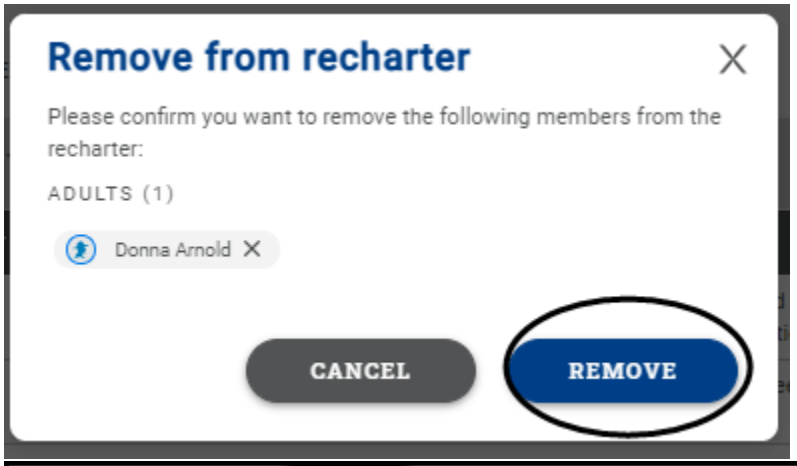
	Name	Gender	Member Type	Invited on
	donna arnold	– –	Adult	2021-09-07

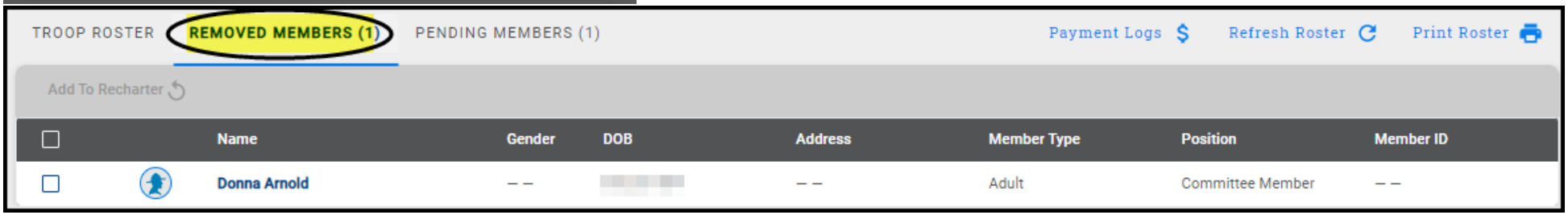
Total 1 Items < 1 > 10 / page

Remove From Recharter

Select the person whom you are removing. Click on Manage Members and select Remove From Recharter. A popup will appear and you will choose Remove. At that point they will be moved to the Removed Members Tab.







Adding An Individual Back Into The Recharter After Removing Them

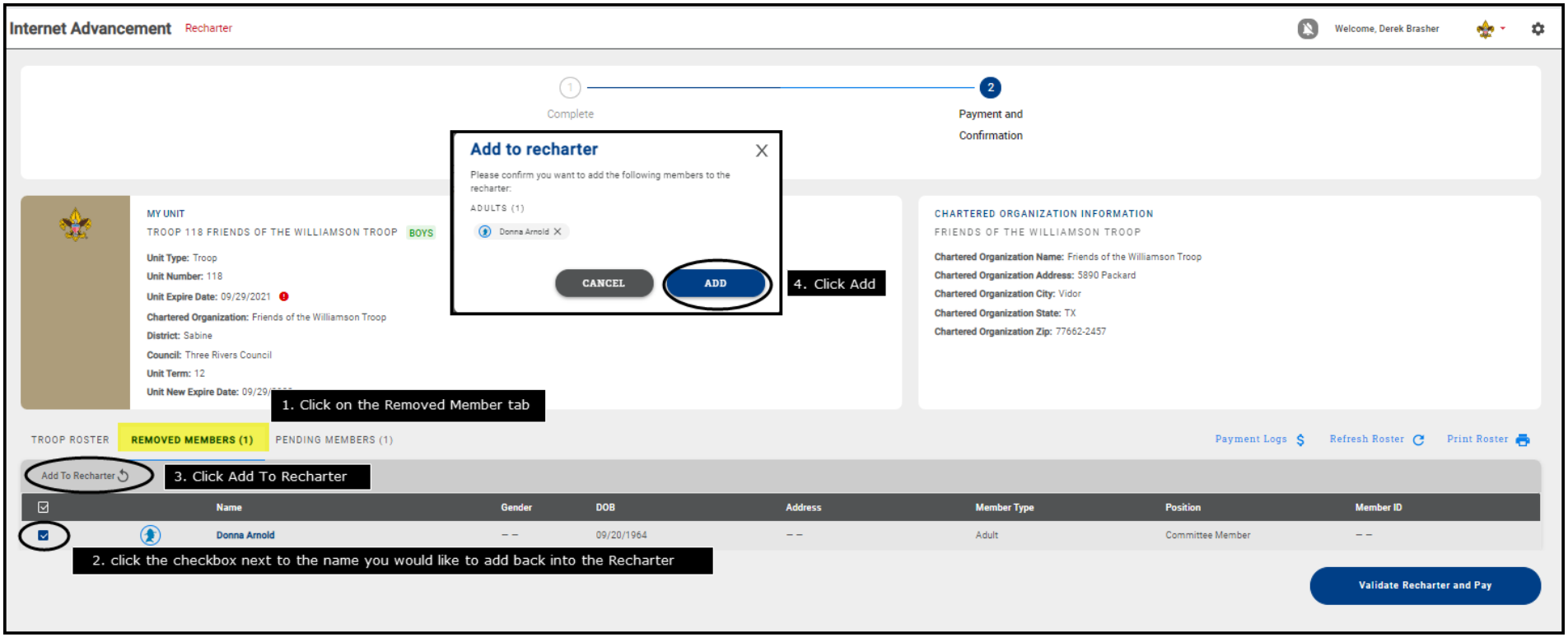
You have the ability to add someone back into the renewal after removing them by clicking on the Removed Member Tab.

1. Click on Remove Member tab

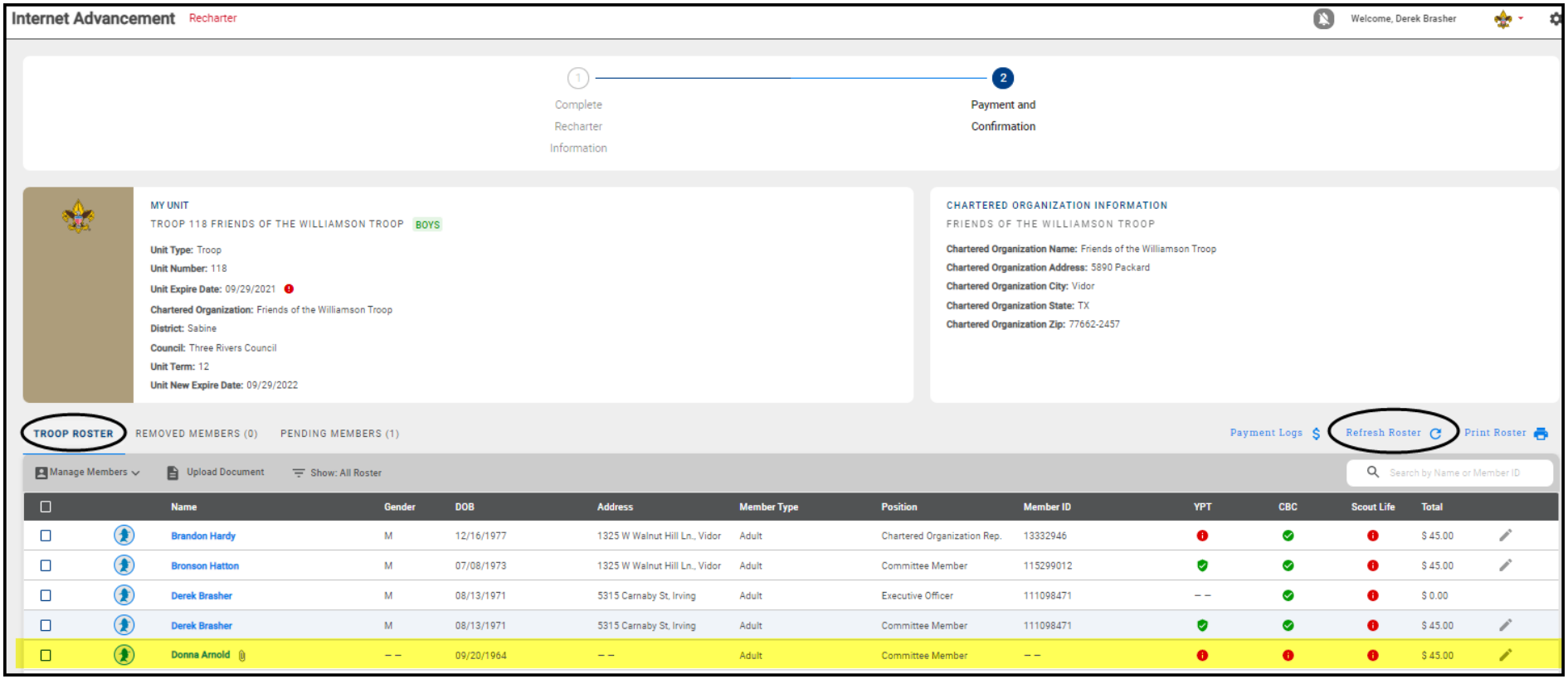
2. check the box next to the person you are adding back into the unit

3. Click Add to Recharter.

4. A pop up box will appear-click Add

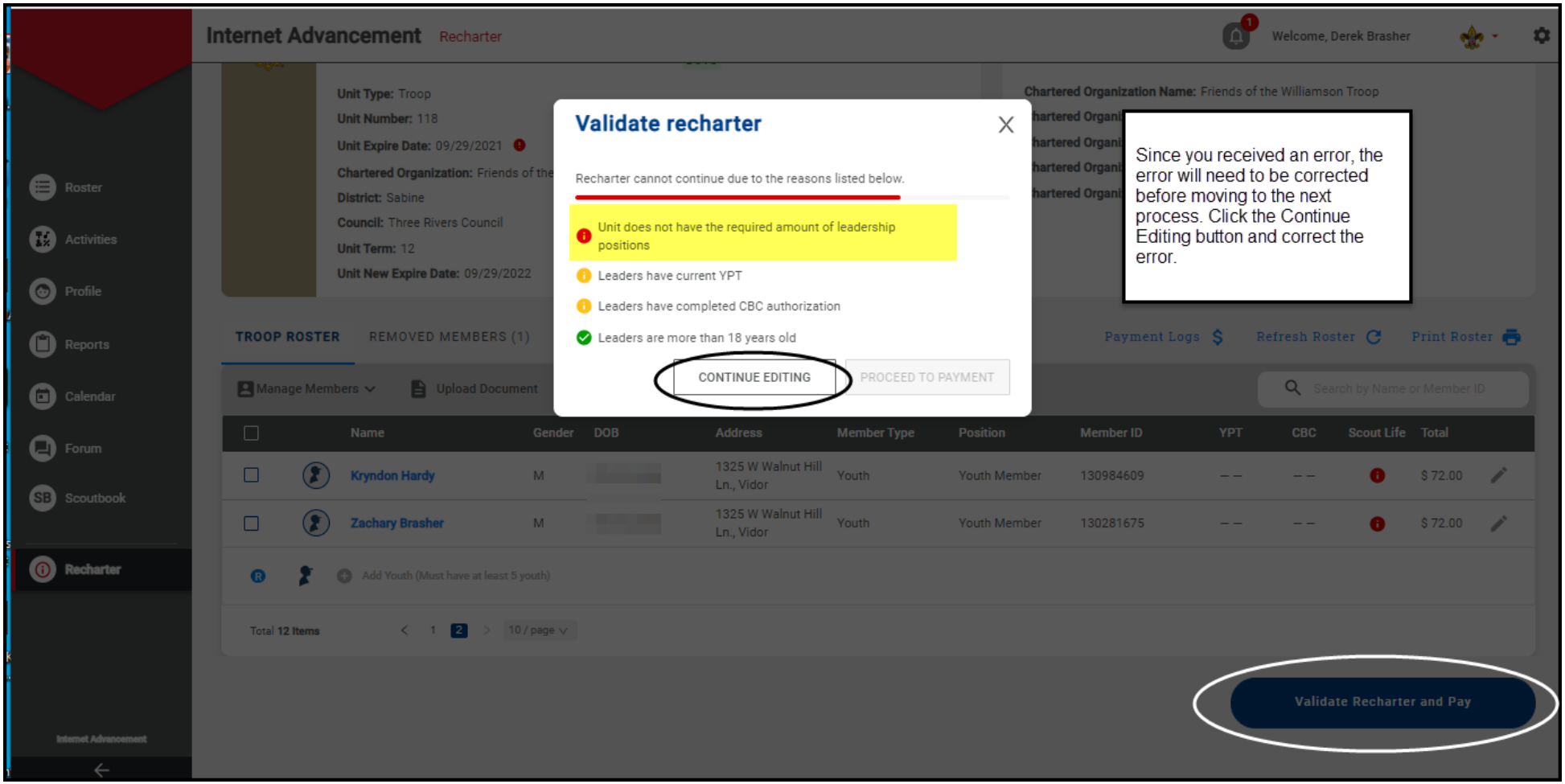


Once you click Add, the youth or adult will move back into the unit. Click on Troop Roster tab and the roster should now reflect the add. Once added, click Refresh Roster and continue with renewal submittal.

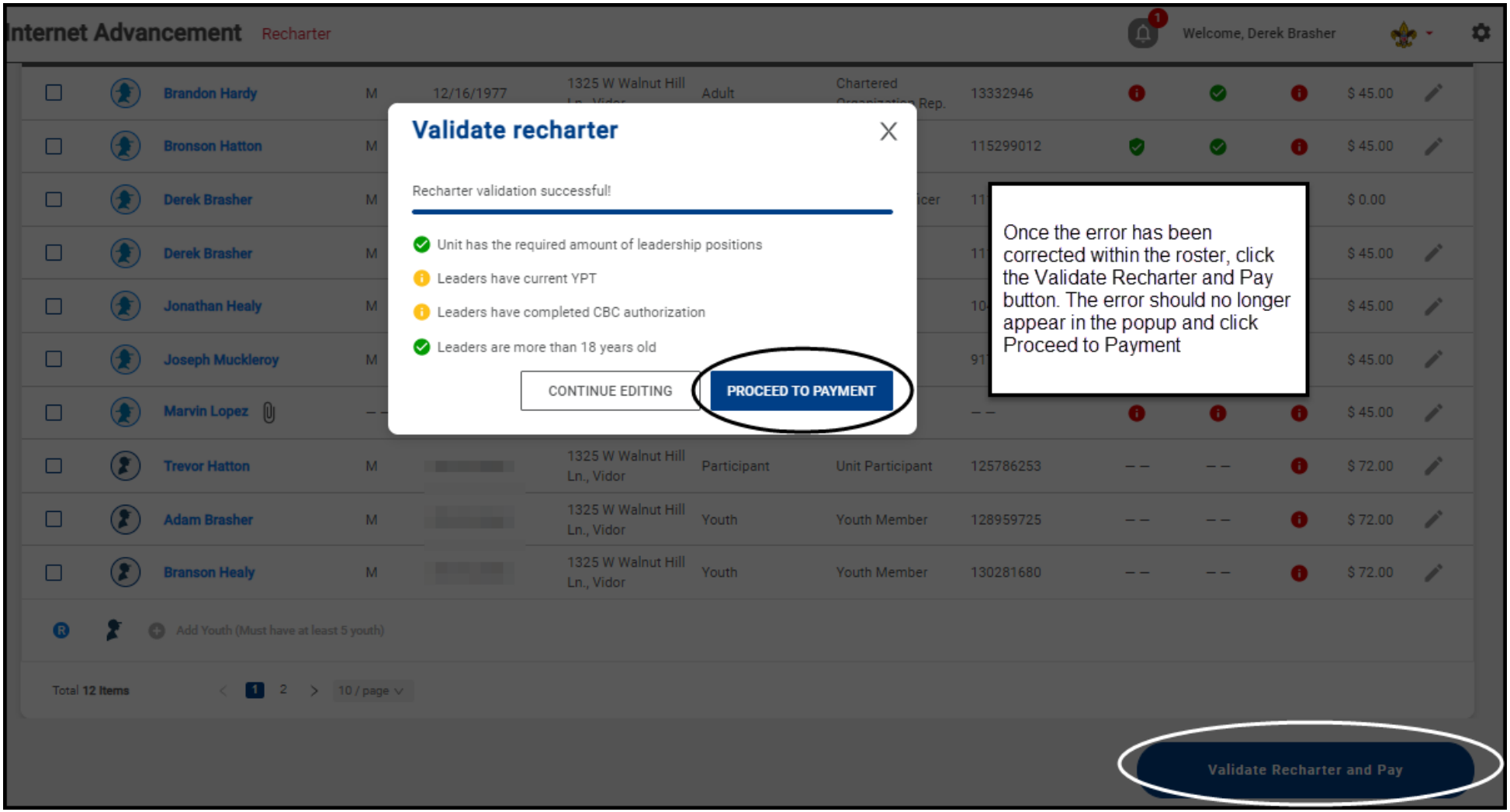


Validate Recharter and Pay

Once you have updated your roster and attached the necessary documents, click ***Refresh Roster*** and then the Validate Recharter and Pay. A popup will appear If you have any errors or warnings. At that time you will need to correct the errors before you can continue with your renewal. The errors will have a red bubble next to them and the warnings a yellow bubble. If you receive a warning, you have the ability to correct the warnings if possible and continue through the submittal process.



Once the error has been corrected within the roster, click the Validate Recharter and Pay button. If there are no errors and only warnings and you are ready to submit your unit, click the Proceed to Payment button. There is a possibility that you will have no errors or warnings and in this case you may also proceed to payment. You have the option to print your roster by clicking the Print Roster once you have validated all information and before you move to the payment page.



Internet Advancement Start Recharter

Welcome, Mary Schlangenstein

Back to: Recharter Info

Complete Recharter Information

2 Payment and Confirmation

BILLING INFORMATION

First Name

Last Name

Code

Phone Number

Email Address

Country

Address

City

State

Zip Code

PAYMENT METHOD

Credit Card

Extra credit card fee 3%

Card Type

Card Number

Year

CVV Number

DO NOT USE THE CREDIT CARD NOR BANK OPTION WHEN SUBMITTING YOUR RENEWAL

E-CHECK

Extra fee $1

Pay at Council

No extra fee

USE THE PAY AT COUNCIL FEATURE WHEN SUBMITTING YOUR ROSTER

RENEWAL ROSTER FEES

TOTAL: $1476.5 USD

REGISTRATION	QUANTITY	FEE
Paid Youth	12	$864.00
Pre Paid Youth	0	$0.00
Multiple Youth	0	$0.00
Paid Youth SL	4	$48.00
Pre Paid Youth SL	0	$0.00
Paid Adults	10	$450.00
Pre Paid Adults	0	$0.00
Multiple Adults	0	$0.00
No Fee Adults	1	$0.00
Charter Fee		$75.00
Paid Join Fee		$0.00
Paid Adult SL		$12.00
Pre Paid Adult SL	0	$0.00
TOTAL AMOUNT		$1,476.50

YOUTH APPLICATION

This application is also available in Spanish. Esta solicitud también está disponible en español.

Cub Scouting

Scouts BSA

Venturing

Sea Scouting

Scout Oath

On my honor I will do my best
to do my duty to God and my country
and to obey the Scout Law;
to help other people at all times;
to keep myself physically strong,
mentally awake, and morally straight.

Scout Law

A Scout is trustworthy, loyal,
helpful, friendly, courteous, kind,
obedient, cheerful, thrifty, brave,
clean, and reverent.

SKU 646302
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BOY SCOUTS OF AMERICA®

Welcome to the BSA!

The BSA makes Scouting available to our nation's youth by chartering community organizations to operate Cub Scout packs, Scouts BSA troops, Venturing crews, and Sea Scout ships.

The chartered organization provides an adequate and safe meeting place as well as capable adult leadership, and requires adherence to the principles and policies of the BSA. The BSA local and national council provide training, program, outdoor facilities, literature, professional guidance, and liability insurance protection.

Parent/Legal Guardian Role in Scouting

Scouting uses a fun program to promote character development, citizenship training, leadership, and mental and physical fitness. You can help by encouraging attendance, assisting with your child's advancement, attending meetings for parents, and assisting the unit when called upon to help. The unit cannot provide a quality program without your help.

Parent Agreement. I have read the Scout Oath and Scout Law, and I want my child to join Scouting. I will assist them in abiding by the policies of the BSA and the chartered organization. I will:

- *Serve as an adult partner while my child is a Lion or Tiger.*
- *Help my Scout grow through completion of advancements.*
- *Help the unit with activities and assist as needed.*

Health Information. You should inform your unit leader of any condition that might limit your child's participation. Please fill out the Annual Health and Medical Record, No. 680-001, found on www.scouting.org/forms and give it to the unit leader.

Youth Protection Begins With You™. Child abuse is a serious problem in our society, and unfortunately, it can occur anywhere, even in Scouting. Youth safety is of paramount importance to Scouting. For that reason, the BSA continues to create and consistently improve its barriers to abuse.

The BSA is committed to providing a safe environment for young people. To maintain a safe environment, the BSA provides parents and adult leaders with numerous online and printed resources and adult leaders must complete Youth Protection Training (YPT) and renew their training as required. Parents who participate in Scouting activities are highly recommended to complete YPT. To learn more about the BSA's Youth Protection resources, go to www.scouting.org/training/youth-protection/.

Mandatory Reporting

All persons involved in Scouting must immediately report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused; physically or emotionally neglected; exposed to any form of violence or threat; or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. No person may abdicate this reporting responsibility to any other person.

Additionally, any known or suspected abuse or behavior that might put a youth at risk must also be reported to the local Scout executive or the Scouts First Helpline (1-844-SCOUTS1 or 1-844-726-8871) if your Scout executive or local council cannot be reached.

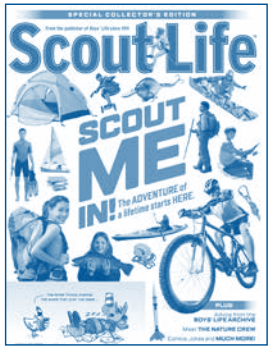
All parents must review the *How to Protect Your Children From Child Abuse: A Parent's Guide* booklet in the Cub Scout or Scouts BSA handbooks or at www.scouting.org/training/youth-protection/.

Youth Protection Policies

- Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings. There must be a registered female adult leader over 21 in every unit serving females. A registered female adult leader over 21 must be present for any activity involving female youth.
- One-on-one contact between adult leaders and youth members is prohibited both inside and outside of Scouting.

These and other key Youth Protection policies are addressed in the training and at www.scouting.org/training/youth-protection/.

To learn about the BSA's other health and safety policies, please review the online version of the *Guide to Safe Scouting,* the Scouter Code of Conduct, and the Sweet Sixteen of BSA Safety, which are available at www.scouting.org/health-and-safety.



Scout Life Magazine

For a subscription to a magazine that will help your child grow in the Scouting program, just fill in the *Scout Life* circle on the application and pay the subscription price.

The J. Warren Young Literacy Fund

You can give a Scout the opportunity to enjoy a free subscription to *Scout Life* for one to five years. Go to go.boyslife.org/donate to donate. The local council will identify Scouts who do not have the funds to subscribe. Do a Good Turn today. Today's readers are tomorrow's leaders.

Who Can Join?

It is the philosophy of Scouting to welcome all eligible youth, regardless of gender, race, ethnic background, sexual orientation, or gender identification, who are willing to accept Scouting's values and meet any other requirements of membership.

Joining Requirements

Cub Scout Pack

Pack membership is open to youth in kindergarten through fifth grade.

***Lion**—Kindergarten (year before first grade)

***Tiger**—First grade

Wolf—Second grade

Bear—Third grade

Webelos Scout—Fourth and fifth grade

****Lions and Tigers must have an adult partner. If the parent is not serving as the adult partner, the parental signature on the application indicates their approval of the adult partner. In addition, if the adult partner does not live at the same address as the Lion or Tiger, an adult application is required.***

Scouts BSA Troop

Youth can be Scouts if they have completed the fifth grade and are at least 10 years old, OR have earned the Arrow of Light Award and are at least 10 years old, OR are age 11 but have not reached age 18.

Venturing Crew/Sea Scout Ship

Venturing and Sea Scouting are for young men and women at least 13 years old who have completed the eighth grade, or are age 14 and not yet 21. **Applicants age 18 and older must complete a BSA adult application.**

Excerpt From the Declaration of Religious Principle

The BSA maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member, but is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and the organization or group with which the member is connected shall give definite attention to religious life. Only persons willing to subscribe to this Declaration of Religious Principle and to the Bylaws of the Boy Scouts of America shall be entitled to certificates of membership.

The annual national registration fee is nonrefundable.

For general questions, contact your BSA local council.

BSA YOUTH MEMBER APPLICATION

YOUTH INFORMATION

First name **(Full legal name)** | Middle name | Last name | Suffix | Preferred nickname

Country: USA | Mailing address | City | State | Zip code

Phone - - | Date of birth (mm/dd/yyyy) / / | Grade

Ethnic background:
- ○Black/African American
- ○Native American
- ○Alaska Native
- ○Caucasian/White
- ○Pacific Islander
- ○Asian
- ○Hispanic/Latino
- ○Other

Gender: ○Male ○Female

School

○***Scout Life* subscription**

PARENT/LEGAL GUARDIAN INFORMATION

○Mark here if address is same as above. ○Mark here if you are the Lion or Tiger adult partner. ○Mark here if the Lion or Tiger adult partner is not living at the same address and complete and attach an adult application.

Select relationship: ○Parent ○Legal Guardian ○Grandparent ○Other (specify)

First name **(Full legal name)** | Middle name | Last name | Suffix | Preferred nickname

Country: USA | Mailing address | City | State | Zip code

Primary phone - - | Date of birth (mm/dd/yyyy) / / | Occupation | Employer | Gender: ○Male ○Female

Alternate phone - - x | Ext. | Previous Scouting experience

I have read the attached information for parents and approve the application. I affirm that I have or will review *How to Protect Your Children From Child Abuse: A Parent's Guide.*

Signature of parent/legal guardian | Date / / | Parent/legal guardian email address

To be completed by unit

Signature of unit leader (or designee) | Date / /

Unit type: ○Pack ○Troop ○Crew ○Ship ○Lone Cub Scout ○Lone Scout | ○Has earned Arrow of Light

Unit No.: For pack registration select one: ○Lion ○Tiger ○Wolf ○Bear ○Webelos

If applicant has unexpired membership certificate, registration may be accomplished at no charge by transferring the registration or multiple registering.

○Transfer application
○Multiple application

Enter membership number from unexpired certificate:

Council No.:

Unit type: ○Pack ○Troop ○Crew ○Ship

Unit No. or district name:

Registration fee $ | *Scout Life* fee $ | PAID: ○ Cash ○ Check No. _____ ○ Credit card

ADULT APPLICATION

This application is also available in Spanish. Esta solicitud también está disponible en español.

Your participation in the BSA can help youth become better citizens.

Adult leaders serve as important role models for youth in the BSA and this application aids the chartered organization in selecting qualified adult volunteer leaders.

Youth Protection Training

All adult applicants are required to take this training in order to complete the adult application process. Go to my.Scouting.org to create an account and take the training online or contact your local council for classroom training. Include a copy of your completion certificate with this application.

Mission

The mission of the BSA is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

Criminal Background Check*

In order to complete the adult application process, you will need to review the different disclosures that have been separately provided to you. The separate authorization form must be signed and returned when you submit your application.

Excerpt From the Declaration of Religious Principle

The BSA maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member, but it is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and organization or group with which the member is connected shall give definite attention to religious life. Only persons willing to subscribe to these precepts from the Declaration of Religious Principle and the Bylaws of the BSA shall be entitled to register.

The three different background check forms must be torn off and each separately given to the applicant.

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BOY SCOUTS OF AMERICA®

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Leader Requirements

The BSA is open to all who meet the requirements, and leaders are selected based on individual merit. Adult leaders must possess the moral, educational, and emotional qualities that the BSA deems necessary for positive leadership to youth. They must also:

- Abide by the Scout Oath, Scout Law, and Scouter Code of Conduct. The Scouter Code of Conduct can be found at www.scouting.org/health-and-safety/gss/bsa-scouter-code-of-conduct/.
- Subscribe to the precepts of the Declaration of Religious Principle.
- Reside within the USA or a U.S. territory, or be a U.S. citizen residing outside the USA.
- Be 21 years of age or older for primary leadership positions.
- Be 18 years of age or older for assistant leadership positions.
- Complete Youth Protection training (YPT) before application is processed and renew training as required by going to my.Scouting.org and creating an account.
- Review the disclosure information related to the BSA's background check process and complete and sign a Background Check Authorization form.
- Take leader position-specific training at my.Scouting.org. Classroom training may also be available through your local council.

APPROVAL REQUIRED—UNIT ADULTS

Chartered organization head or chartered organization representative. The chartered organization representative is approved by the head of the chartered organization. All other adult leader applications must be accepted and approved by the head of the chartered organization or the chartered organization representative.

APPROVAL REQUIRED—COUNCIL and DISTRICT ADULTS

Scout executive or designee must accept and approve all council and district adults.

Scout executive or designee must approve any adults who answer "yes" to any Additional Information question.

The adult leader application process will not be complete until Youth Protection training has been completed and a criminal background check has been obtained.

Health information. You should inform your unit leadership of any condition that might limit your participation. Before participating in activities with your unit, please fill out the Annual Health and Medical Record, No. 680-001, found on www.scouting.org/forms and provide it to your unit leadership.

***Scouting* magazine.** This magazine is sent to all registered, paid adult leaders.

Scout Life. Registered adults get a special rate. For a subscription to a magazine that helps children grow in the Scouting program, just fill in the *Scout Life* circle on the application and pay the subscription price.

The J. Warren Young Literacy Fund. You can give a Scout the opportunity to enjoy a free subscription to *Scout Life* for one to five years. Go to go.boyslife.org/donate to donate. The local council will identify Scouts who do not have the funds to subscribe. Do a Good Turn today. Today's readers are tomorrow's leaders.

The annual national registration fee is nonrefundable.

BSA Privacy Policy

The BSA protects the confidentiality of the names and personal information of those who are affiliated with the organization. No commercial or unauthorized use is made of the names, addresses, and other confidential information. The BSA and its affinity groups may use registration information to notify registrants of benefit opportunities.

For general questions, contact your local BSA council.

What Is the BSA Program?

The BSA program is outlined in the official publications of the BSA. Activities that are not in these BSA publications are not a part of the Scouting program. Leaders must not allow youth members or program participants to engage in any unauthorized or prohibited activities.

Training for New Leaders

The BSA is committed to your success as a volunteer while serving young people. To help you be successful there are training materials designed for you. Training resources are available through your local council and at my.Scouting.org.

What Makes a Trained Leader?

You are considered a trained leader when you have completed leader position-specific training for your position and have current Youth Protection training.

Youth Protection Begins With You™

Child abuse is a serious problem in our society, and unfortunately, it can occur anywhere, even in Scouting. For that reason, the BSA continues to create barriers to abuse beyond what have previously existed in Scouting.

The BSA is committed to providing a safe environment for young people. All adult leaders must complete Youth Protection training as part of the registration process and renew their training as required. It is highly recommended that parents who participate in Scouting activities complete YPT. To learn more about the BSA's Youth Protection resources, go to www.scouting.org/training/youth-protection/.

Mandatory Reporting

All persons involved in Scouting must immediately report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused; physically or emotionally neglected; exposed to any form of violence or threat; or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. No person may abdicate this reporting responsibility to any other person.

Additionally, any **known or suspected abuse or behavior that might put a youth at risk** must also be reported to the local Scout executive or the Scouts First Helpline (1-844-SCOUTS1 or 1-844-726-8871) if your Scout executive or local council cannot be reached.

Youth Protection Policies

- Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings. There must be a registered female adult leader over 21 in every unit serving females. A registered female adult leader over 21 must be present for any activity involving female youth.
- One-on-one contact between adult leaders and youth members is prohibited both inside and outside of Scouting.

These and other key Youth Protection policies are addressed in the training and at www.scouting.org/training/youth-protection/.

To learn about the BSA's other health and safety policies, please review the online version of the *Guide to Safe Scouting,* the Scouter Code of Conduct, and the Sweet Sixteen of BSA Safety, which are available at www.scouting.org/health-and-safety.

Scout Oath

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Please print one letter in each space.

BSA ADULT APPLICATION

First name **(Full legal name)** | Middle name | Last name | Suffix

Preferred nickname:

Country (U S A) | Home address | City | State | Zip code

Primary phone - - | Alternate phone - - | Ext. X | Date of birth (mm/dd/yyyy) / /

Ethnic background:
- ◯ Black/African American
- ◯ Native American
- ◯ Alaska Native
- ◯ Asian
- ◯ Caucasian/White
- ◯ Hispanic/Latino
- ◯ Pacific Islander
- ◯ Other

Driver's license No. | State

Gender ◯ M ◯ F

Social Security No. **(required)** - - | Occupation | Employer

Country (U S A) | Business address | City | State | Zip code

Position code | Scouting position title

Are you an Eagle Scout? ◯ Yes ◯ No | Date earned (mm/dd/yyyy) / /

Email address **(Select one)** ◯ Work ◯ Home

◯ ***Scout Life* subscription**

I hereby certify that:

1. I have read and affirm that I accept the Declaration of Religious Principle. I agree to comply with the rules and regulations of the BSA and the local council, including the Scouter Code of Conduct. INITIALS REQUIRED _____
2. I affirm that the information contained in this application is true and accurate to the best of my knowledge and belief. INITIALS REQUIRED _____

Signature of applicant | Date

◯ YPT completion certificate attached ◯ Background Check Authorization form attached

To be completed by unit

Careful review of the information provided on this application is a significant step in Scouting's efforts to protect its youth members and deliver a quality program.

APPROVALS FOR UNIT ADULTS: I have reviewed this application and the responses to any questions answered "Yes," and have made any follow-up inquiries necessary to be satisfied that the applicant possesses the moral, educational, and emotional qualities to be an adult leader in the BSA.

Signature of chartered organization head or representative | Date

APPROVAL FOR COUNCIL AND DISTRICT ADULTS: I have reviewed this application and have made any follow-up inquiries necessary to be satisfied that the applicant possesses the moral, educational, and emotional qualities to be an adult leader in the BSA.

Signature of Scout executive or designee | Date

Unit type: ◯ Pack ◯ Troop ◯ New leader ◯ Position change ◯ Crew ◯ Ship ◯ Former leader ◯ Participant

Unit No. | OR | District name

If applicant has an unexpired membership certificate, registration may be accomplished at no charge by transferring the registration or multiple registering.

◯ Transfer application

◯ Multiple application

Enter membership number from unexpired certificate:

Council No.:

Unit type: ◯ Pack ◯ Troop ◯ Crew ◯ Ship

Unit No. or District name:

Registration fee $ | *Scout Life* fee $

PAID: ◯ Cash ◯ Check No. _____ ◯ Credit card

All questions MUST be answered. Write NONE if applicable.

1. Scouting background.
   Position | Council | Year
2. Experience working with youth in other organizations. Please provide contact information.
3. Previous residences (for last 10 years).
   City | State
4. Current memberships (religious, community, business, labor, or professional organizations).
5. References. Please list those who are familiar with your character. References may be checked.
   Name _____
   Telephone (_____)_____
   Name _____
   Telephone (_____)_____
   Name _____
   Telephone (_____)_____
6. Additional information. (Mark each answer.) Yes | No
   a. Have you ever been removed from or asked to leave a leadership position in an organization due to allegations regarding your personal conduct or behavior? Explain: ◯ ◯
   b. Do you use illegal drugs or abuse alcohol? Explain: ◯ ◯
   c. Have you ever been arrested for a criminal offense (other than minor traffic violations)? Explain: ◯ ◯
   d. Has your driver's license ever been suspended or revoked? Explain: ◯ ◯
   e. Have you ever been investigated for, accused of, or charged with abuse or neglect of a minor child? Explain: ◯ ◯
   f. Are you aware of any reason not listed above that may call into question your suitability to supervise, guide, care for, and lead young people? ◯ ◯

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Tear off the following pages and provide to applicant separately.

BACKGROUND CHECK
DISCLOSURE

A consumer report is a background check in which information (which may include, but is not limited to, criminal background, driving background, character, general reputation, personal characteristics, and mode of living) about you is gathered and communicated by a consumer reporting agency ("CRA") to Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company").

Company may obtain a consumer report on you to be used for employment purposes as defined by applicable law (in your case this means for the purpose of evaluating you as a new or existing volunteer).

ADDITIONAL DISCLOSURES

Minnesota individuals only: You have the right to request a complete and accurate disclosure of the nature and scope of any consumer report from First Advantage, P.O. Box 105292, Atlanta, GA 30348, 800-845-6004.

New York individuals only: Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company") may request or utilize subsequent consumer reports (other than investigative consumer reports) on you throughout your volunteer relationship with the Company. Upon request, you will be informed whether or not a consumer report was requested, and if such report was requested, informed of the name and address of the CRA that furnished the report. Your written request should be made to the Company at Boy Scouts of America, Membership Standards Team S201, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving, Texas 75015-2079. You may also contact the Company by email at MembershipStandards@scouting.org.

California individuals only: Under California law, an "investigative consumer report" is a consumer report in which information on a consumer's character, general reputation, personal characteristics, or mode of living is obtained through any lawful means. In connection with your application to be a volunteer and/or continued engagement as a volunteer (i.e., for employment purposes under California law) with Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company"), Company may obtain an investigative consumer report (as defined under California law). With respect to any investigative consumer report from an investigative consumer reporting agency ("ICRA"), Company may investigate the information contained in your volunteer application and other background information about you, including but not limited to obtaining a criminal record report, obtaining information about your character, general reputation, personal characteristics and mode of living, verifying references, work history, your social security number, licensure, certifications, driving records, and other information about you, including interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making volunteer placement/staffing decisions. The source of any investigative consumer report (as this term is defined under California law and as explained more fully above) will be First Advantage, P.O. Box 105292, Atlanta, GA 30348, 800-845-6004. Information regarding First Advantage's privacy practices can be found at www.fadv.com.

Under California Civil Code section 1786.22, you are entitled to a visual inspection of files maintained on you by an ICRA, as follows:

(1) In person, if you appear in person and furnish proper identification, during normal business hours and on reasonable notice. A copy of your file shall also be available to you for a fee not to exceed the actual costs of duplication services provided;

(2) By certified mail, if you make a written request, with proper identification, for copies to be sent to a specified addressee. An ICRA complying with requests for certified mailings under the California Code shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA;

(3) A summary of all information contained in your files and required to be provided by the California Code shall be provided to you by telephone, if you have made a written request, with proper identification for telephone disclosure, and the toll charges, if any, for the telephone call are prepaid by you or charged directly to you.

"Proper Identification" means information generally deemed sufficient to identify you, which includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person's presence.

BACKGROUND CHECK
AUTHORIZATION

(Please print)
Name: First _____ Middle _____ Last _____ Suffix _____

List any other names used (nickname, maiden/married last names): _____

Date of birth: _____

To the extent permitted by applicable law, I hereby consent to and authorize Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company"), to procure consumer report(s), which may include criminal background check(s) and/or investigative consumer report(s) (as defined by applicable California law), on my background from a consumer reporting agency ("CRA") or from an investigative consumer reporting agency ("ICRA"), as described in the **Background Check Disclosure** and the **Additional Disclosures** (all of which I have received separately from the Company). I have reviewed and understand the information, statements, and notices in the **Background Check Disclosure** and the **Additional Disclosures,** as well as this **Background Check Authorization**. My authorization remains valid throughout my volunteer relationship with the Company, such that, to the extent permitted by applicable law, I agree Company can procure additional consumer report(s), which may include criminal background check(s), during my volunteer relationship without providing additional disclosures or obtaining additional authorizations. Except as otherwise prohibited by applicable law, I consent to and authorize the Company to share this information with Company's current or prospective clients, customers, others with a need to know, and/or their agents for business reasons (e.g., to place me in certain positions, work sites, etc.).

I understand that, if I am selected for a volunteer position, a consumer report will have been conducted on me.

❑ For **California, Minnesota, or Oklahoma individuals only:** If you would like to receive from the CRA, the ICRA, or the Company (as applicable) a copy of the report that Company may procure, please check this box.

Signature _____ Date _____

THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

_____ and the _____ Council, BSA

Pack No. _____ Troop No. _____ Crew No. _____ Ship No. _____

(Please identify those units chartered by the Chartered Organization.)

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Chartered Organization succeed in its use of Scouting.

The Local Council agrees to:

- Provide primary general liability insurance to cover the Charter Organization, its board, officers, Charter Organization Representative (COR), employees, and adult volunteers for authorized Scouting activities. Indemnify the Charter Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.

  "The general liability policy issued to the Boy Scouts of America provides primary liability insurance coverage for all chartered organizations for liability arising out of their sponsorship of a traditional Scouting unit. Evanston Insurance Company provides the first $1 million per occurrence coverage. Additional policies, all providing primary coverage to the chartered organization, have been purchased so that more than $10 million in primary coverage is provided. There is no coverage for those who commit intentional or criminal acts. Liability insurance is purchased to provide financial protection in the event of accidents or injury that is neither expected nor intended."

- Respect the aims and objectives of the Charter Organization and assist the Charter Organization by making available Scouting resources.
- Assure that adults selected as unit leaders are willing to accept Scouting's values and meet any other requirements of membership, having the appropriate number of leaders for the unit and review and sign each application.
- The local council will conduct criminal background checks on adult leaders.
- Make available to the Charter Organization and members program training, program resources, and other Scouting support services.
- Make available training and support for the Charter Organization and for the Charter Organization Representative, the primary link between the Charter Organization, the local council, and the BSA; track and **require all unit leaders** to complete **BSA Youth Protection Training**. YPT training is located on the My.Scouting website. *(no leader is registered w/o YPT)*
- Provide camping opportunities, administrative support, and professional staff to assist the unit in developing a successful Scouting program.
- Provide unit money earning opportunities for the unit to support their annual program.
- Support the unit with recruitment strategies, resources and materials to grow the BSA movement.

The Charter Organization agrees to:

- Use Scouting to further the Charter Organization's aims and values for youth.
- Charter organizations must utilize the Scouting program to accomplish specific objectives related to one or more of the following: youth character development, faith-based youth ministry, career skill development, community service, patriotism and military and veteran recognition
- Conduct the Scouting program consistent with BSA rules, regulations, and policies. Located on the My.Scouting website and online at: **www.scouting.org/about/membership-standards/**.
- Charter Organization representatives are also auto-matic voting members of the council and district selected by their respective Charter Organization" ***BSA Rules & Regs, Article IV***
- Encourage adult leaders to receive additional applicable training made available by the council.
- Be a good steward of unit resources and adhere to BSA Fiscal Policies. ie. Unit Money Earning projects
- Actively participate in the local councils annual giving campaign and product sales to ensure quality Scouting throughout the community. (ex. Friends of Scouting campaign, popcorn, camp card, etc.)
- Encourage the unit to maintain accurate and timely registration records of all its youth and adult members. Utilizing BSA's online registration tools like membership leads, online applications, and online recharter. *(no leader is registered w/o YPT)*
- Units must not use the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action, or controversial legal, political, or social issues or causes.
- Maintain and support the unit committee(s) made up of at least three persons for each unit.
- Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims and methods of the BSA.
- Coordinate with the local council to provide annual recruitment opportunities to grow the BSA movement as well as publicize BSA through inhouse publications.

Charter Organization	Title	Date
Charter Organization Representative	Title	Date
Unit Committee Chair	Title	Date
Local BSA Council	Title	Date

Resources

1. Chartered organizations must use the Scouting program to accomplish their objectives in a manner consistent with the Bylaws, Rules and Regulations, guidelines, policies, and other publications available on the BSA national website located at www.scouting.org/about/membership-standards/.
   - The Charter and Bylaws of the Boy Scouts of America
   - The Mission of the Boy Scouts of America
   - The Rules and Regulations of the Boy Scouts of America
   - The Scout Oath and the Scout Law, including Duty to God
   - BSA youth protection policies and guidelines, including mandatory reporting
   - The *Guide to Safe Scouting*
   - The Sweet Sixteen of BSA Safety
   - Scouter Code of Conduct
   - Incident Reporting https://www.scouting.org/health-and-safety/incident-report/

2. Chartered organizations must not use their charter organization affiliation or the Scouting brand as a means to imply Scouting's endorsement of the objectives of their organization except with respect to youth development consistent with the goals and objectives of the Scouting program. Scouting units should utilize the BSA Brand Center for all branding guidelines, images, and logos. The BSA Brand Center can be located at www.scoutingwire.org

3. Charter organizations must not use the Scouting program to obtain financial support or assistance except as authorized for the chartered unit.

Scout Mission:

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

Scout Oath:

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law:

A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Dear Volunteers:

Last Frontier Council has recently started including a Unit Account Maintenance form in the recharter packet. It is to be completed by the unit's Committee Chair or Chartered Organization Representative. These are the only two people authorized to make any changes on the Unit Account. It really should be the Committee Chair, but in the event that there is no Committee Chair available, the Chartered Organization Representative can step in and make the necessary changes. This information must be updated annually and submitted on this form along with a ***current*** copy of your unit's ***tax exemption certificate, if any.***

If your unit does not have a certificate, contact **your chartered organization as it is their certificate that should be submitted.** Be sure to note your unit's number on the certificate copy (for example: Troop 99 or Pack 99) and attach the certificate to this completed form. ***Incomplete forms will be returned; those not submitting current certificates will be charged tax until a valid copy of their tax certificate is received.***

Please do not delay in selecting those ***registered*** Scouters on your committee or in your unit that will have the privilege of charging on your account. Remember that individuals under the age of 21 are not eligible to sign on accounts.

In the event that your committee must change any of the names on your account, you must submit a new form to the Service Center as soon as possible. Forms are available at on the information rack at the Service Center.

Please contact the Service Center at 405-840-1114 with any questions or concerns that you may have.

Unit Account Maintenance Form

*****This form must be filled out by either the Committee Chair or the Chartered Organization Representative if the Committee Chair is no longer active. In order to make **ANY** charges to your Unit Account, it is necessary that this form be completed and returned to the Council Office. No other forms of paperwork are acceptable.

To maintain service to your unit, please furnish the following information:

Are you: ○ Updating the CC ○ Adding Authorized Users to current list ○ Removing all names, adding names below
○ Closing the account

Your District _____ Unit Number: _____ Unit Type: _____

Please provide us with the **COMPLETE** name, address and phone number of the current Committee Chair:

Name**:** _____ Telephone**:** _____

Full Mailing Address**:** _____

Email Address**:** _____

Your Unit's **AUTHORIZED** Signers. This **must** include the current Committee Chair.

Note: Authorized signers **MUST** be **registered Scouters**. Please make copies if adding more than 10 signers.

User's Printed Name	User's Signature	User's Unit Position

If you are removing names from the current list, please enter them below:

_____
_____
_____
_____
_____
_____
_____
_____

Our unit is no longer in need of the unit account and would like to close it out. Please send a check for the remaining balance to the current Committee Chair. ☐

Unit Account Charge Authorization

Occasionally registration money may need to be moved from your unit account. We must have authorization to do this. Please sign authorization below.

I hereby authorize the Last Frontier Council, Boy Scouts of America, to pay for youth and adult registrations with monies from our unit account.

Committee Chair (or COR) Signature: _____

I hereby authorize that the information listed on this form is accurate and that all authorized users are currently registered AND reflected on our roster with the Last Frontier Council, Boy Scouts of America.

Committee Chair (or COR) Signature: _____

Forms received with incomplete information will be returned through the District.
We appreciate your cooperation in assuring your unit's accurate account records.

Return this form to: Last Frontier Council, BSA, Attn: Unit Accounts
3031 NW 64th St, OKC, OK 73116
Phone: 405-840-1114
Phone: 800-841-1114
Fax: 405-840-1675
Website: www.lastfrontiercouncil.org

UNIT ACCOUNT MAINTENANCE

2023 Free Advancement Application Form

Unit Type & Number:_____District:_____

Name of Person Submitting:_____Position:_____

Chartering Organization:_____

Below are the required criteria for the Free Advancement Program which allows your Unit to receive all cloth rank patches at no cost from the Scout Shop. To qualify you must fill out and attach all requested paperwork and return with your Re-charter. Only fully completed applications will receive Free Advancement Status and allow the Council to set its budget items for advancement.

☐ **Attach a copy of your Unit's completed 2023 Calendar.**

☐ **Attach a copy of your Unit's completed 2023 Unit Budget.**

☐ **Attach your Unit's completed 2022 JTE Form.**

☐ **Achieve at least one of the following membership objectives:**

- We achieved membership **growth** in 2022 with _____ registered youth members compared to _____ at the end of 2021.
- We achieved at least 75% youth **retention** with _____ registered youth members on our re-charter compared to _____ on our 2021-2022 re-charter.

☐ **We participated in the following two (2) District or Council camps or activities in 2022.**

- _____
- _____

☐ **We will conduct a *Detailed Unit Assessment* with our Unit Commissioner by March 31, 2023. ***

☐ **Our complete *Unit Re-charter* is turned in to the Council Service Center by November 18, 2022.**

☐ **We commit to participate as a Selling Unit for the following Fundraisers. (Must select at least one.)**

Camp Card Sale (Spring)
Popcorn Sale (Fall)

☐ **We will call our Unit Commissioner if we have any questions.**

***YOU WILL NOT QUALIFY IF YOU DO NOT COMPLETE AND RETURN THIS FORM WITH YOUR RECHARTER OR WILL BE DISQUALIFIED IF YOU DO NOT CONDUCT THE UNIT ASSESSMENT!**

BACKGROUND CHECK
DISCLOSURE

A consumer report is a background check in which information (which may include, but is not limited to, criminal background, driving background, character, general reputation, personal characteristics, and mode of living) about you is gathered and communicated by a consumer reporting agency ("CRA") to Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company").

Company may obtain a consumer report on you to be used for employment purposes (in your case, this means for the purpose of evaluating you as a new or existing volunteer).

CALIFORNIA
STATE LAW DISCLOSURES
(Non-Credit)

Under California law, an "investigative consumer report" is a consumer report in which information on a consumer's character, general reputation, personal characteristics, or mode of living is obtained through any means. Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company") may obtain an investigative consumer report (which may include information described above) from an investigative consumer reporting agency ("ICRA") on you in connection with your status as a volunteer (i.e., for employment purposes under California law). The nature and scope of this investigation includes your character, general reputation, personal characteristics, or mode of living information, including criminal history, presence on exclusion lists (e.g. OIG/GSA and OFAC), driving record, references, education history, work history, and licensure/certifications.

The ICRA preparing the investigative consumer report and conducting the investigation will be First Advantage, P.O. Box 105292, Atlanta, GA 30348, 800-845-6004. Information regarding First Advantage's privacy practices can be found at https://fadv.com/privacy-policy/.

Under California Civil Code section 1786.22, you are entitled to a visual inspection of files maintained on you by an ICRA, as follows:

(1) In person, if you appear in person and furnish proper identification, during normal business hours and on reasonable notice. A copy of your file shall also be available to you for a fee not to exceed the actual costs of duplication services provided;

(2) By certified mail, if you make a written request, with proper identification, for copies to be sent to a specified addressee. An ICRA complying with requests for certified mailings under California Civil Code section 1786.22 shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA;

(3) A summary of all information contained in your files and required to be provided by California Civil Code section 1786.10 shall be provided to you by telephone, if you have made a written request, with proper identification for telephone disclosure, and the toll charges, if any, for the telephone call are prepaid by you or charged directly to you.

"Proper Identification," as used above, means information generally deemed sufficient to identify you, which includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you pursuant to California Civil Code section 1786.10 and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection under California Civil Code section 1786.22.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person's presence.

ADDITIONAL DISCLOSURES & BACKGROUND CHECK AUTHORIZATION

Additional Disclosures

The state disclosures below are included because state law requires them to be provided in writing. Some of the below rights, notices, or information also may apply to individuals from, applying to, or volunteering in states not listed below. There may be additional requirements, options, or provisions applicable to you and you may have additional rights under applicable law that are not required to be disclosed to you in writing.

Minnesota: You have the right to request a complete and accurate disclosure of the nature and scope of any consumer report from First Advantage, P.O. Box 105292, Atlanta, GA 30348, 800-845-6004.

New York: Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company") may request or utilize subsequent consumer reports (other than investigative consumer reports) on you throughout your volunteer relationship with Company. Upon request, you will be informed whether or not a consumer report was requested, and if such report was requested, informed of the name and address of the CRA that furnished the report. Your written request should be made to Company at Boy Scouts of America, Membership Standards Team S201, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving Texas 75015-2079. You may also contact the Company by email at MembershipStandards@scouting.org.

Authorization

(Please print)

Name: First_____ Middle_____ Last_____ Suffix_____

List any other names used (nickname, maiden/married last names):_____

Date of Birth:_____

To the extent permitted by applicable law, I hereby consent to and authorize the Boy Scouts of America and/or its subsidiaries, affiliates, other related entities, successors, and/or assigns (the "Company") to procure consumer report(s), which may include criminal background check(s) and/or investigative consumer report(s) (as defined by applicable California state law), on my background from a consumer reporting agency ("CRA") or from an investigative consumer reporting agency ("ICRA"), as described in the **Background Check Disclosure** and the **California State Law Disclosures (Non-Credit)** (each of which I have received separately from the Company), as well as these **Additional Disclosures & Background Check Authorization**. I have reviewed and understand the information, statements, and notices in the **Background Check Disclosure** and the **California State Law Disclosures (Non-Credit)**, as well as these **Additional Disclosures & Background Check Authorization**. My authorization remains valid throughout my volunteer relationship with the Company, such that, to the extent permitted by applicable law, I agree Company can procure additional consumer report(s), which may include criminal background check(s), during my volunteer relationship without providing additional disclosures or obtaining additional authorizations. Except as otherwise prohibited by applicable law, I consent to and authorize the Company to share this information with Company's current or prospective clients, customers, others with a need to know, and/or their agents for business reasons (e.g., to place me in certain positions, work sites, etc.). I understand that, if I am selected for a volunteer position, a consumer report will have been conducted on me.

☐ **For California, Minnesota, or Oklahoma individuals:** If you would like to receive from the CRA, the ICRA, or the Company (as applicable) a copy of the report that Company may procure, please check this box.

Signature_____ _____ Date_____