

COMMISSIONER'S RECHARTER CHECKLIST

Unit Type and Number _____ **Community** _____

- ___ Chartered Organization Representative (Is a member of the chartered organization and must be the same for all units chartered to the organization)
- ___ Committee Chair ___ Committee Members (at least two)
- ___ Cubmaster/Scoutmaster/Crew Advisor (Packs Only: Tiger Den Leader ___ Den Leader ___ Webelos Leader ___)
- ___ Executive Officer signature (Current head of the chartering organization)
- ___ Council Representative signature (Reviewing Commissioner)
- ___ Unit Leader signature (Cubmaster/Scoutmaster/Crew Advisor on bottom of last youth page of charter renewal application)
- ___ Adult training status updated
- ___ Circle *position* of non-paying/multiple adults and name of non-paying/multiple youth
- ___ Only the Chartered Organization Representative may register in more than one position ~~within~~ a unit.
- ___ New names are NOT added on the recharter application.
- ___ New youth or adult applications have been submitted previously for each name on the overflow sheet(s).
- ___ New youth applications are complete including grade, date of birth, Tiger Partner date of birth, and parent and unit leader signatures.
- ___ New adult applications are complete including DOB, three references and signatures of applicant, committee chair and chartered organization head or representative.
- ___ Quality Unit form submitted

Reviewed by _____	Date _____
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	CHARTER RENEWAL	OVER FLOW	NEW APP	TOTAL NUMB.	TOTAL DOLLARS
PAID ADULTS	___	___	___	___	\$ _____
ADULT <i>Boys' Life</i>	___	___	___	___	\$ _____
PAID YOUTH	___	___	___	___	\$ _____
YOUTH <i>Boys' Life</i>	___	___	___	___	\$ _____
TRANSFERS	___	___	___	___	\$ _____
NON-PAYING MBRS (include Tiger Partners)	___	___	___	___	No Charge
INSURANCE (Cub Scouts \$.75, Boy Scouts \$1.00, Ventureres \$1.25)	___	___	___	___	\$ _____
CHARTER FEE	___	___	___	___	\$ 20.00
TOTAL FEES	___	___	___	___	\$ _____

NOTE: Registration fees for new members commence on date of application