

Recharter Checklist

- Recharter is completed online using the Internet Recharter system and printed
- Signatures on new recharter roster have been obtained:
 - Unit Leader (Cubmaster, Scoutmaster, Crew Advisor, or Post Advisor)
 - Executive Officer (Institutional Head)
- Applications have been obtained for anyone on the front page (page #1, new youth and adult listing) of the recharter roster – please make sure this page is printed even if blank.
- All new adult applications are completely filled out, check to make sure it includes:
 - Social Security Number
 - All questions are answered on the right side of the application
 - Signatures have been obtained from the CR & CC listed on the recharter
 - Youth Protection Training Certificate is attached
- All new youth applications are completely filled out, check to make sure it includes:
 - Application was completed by the parent or legal guardian only
 - Includes youth birthday
 - Parent / legal guardians' birthday is included
 - Application is signed by the Parent / legal guardian & Unit Leader (CM, SM, NL, EA)
- Verify that the correct registration fees have been paid (a recharter worksheet is available on the council website; www.danielboonecouncil.org under the "Internet Rechartering" link):
 - BSA registration fees for youth is \$78.00 and adults are \$54.00 per year
 - Boys' Life Magazine is \$12.00 per year
 - Unit Liability Insurance Fee is \$75 per unit per year
- All steps above have been completed and your unit's recharter paperwork is turned in to your District Executive at your district's Recharter turn-in day.

October 1, 2020 Internet Rechartering System goes "Live" for all DBC units

Recharter Training will be held in all districts at the October Roundtable

November 14, 2020 Recharter help day for ALL units in the Council

December 5, 2020 Final Recharter Turn-in Day for ALL units in the Council

If your Recharter is completed before the turn in day, please contact your DE and turn it in early

- ALL LEADERS AND YOUTH OVER THE AGE OF 18 YEARS OLD MUST HAVE A COMPLETED NEW BACKGROUND DISCLOSURE FORM DATED 1-1-2020 OR LATER; IF YOU ARE UNSURE, THEN HAVE THEM COMPLETE A NEW ONE.**

All units that do not have a recharter for 2021 completed and finalized by the Council office by **12/31/2020** will not be covered by insurance and cannot meet until it is completed. There will no longer be a 60 day grace period. Please ensure that your unit has completed all of the steps above and has turned your unit's recharter paperwork into your District Executive by the specified deadline date above.