

# 2020 Unit ReCharter Calculator & Coversheet

Unit Type: \_\_\_\_\_

Unit #: \_\_\_\_\_

This coversheet should be attached to the printed copy of the completed recharter packet (summary or full version). Charters not approved electronically require Unit Leader and Chartered Organization Representative signatures.

*Please use this form to calculate your unit's total recharter fee and as a checklist to assure that all required paperwork is completed and submitted.*

<b>A - Enter balance due from recharter printout here</b>	_____ →	[ ]	<b>A</b>
<b>B - Enter # of youth members receiving GRC financial assistance here</b>	_____ →	[ ]	x \$60 =
		[ ]	<b>B</b>
<b>Total due for recharter</b>	_____ →	[ ]	<b>A - B</b>

- Annual Charter Agreement
  
- A completed BSA Adult application form, background check disclosure and proof of Youth Protection Training completion is attached for all adults that were manually added to the charter (see list on page 1 of charter printout). Check to be sure that all fields are completed, including all required signatures, initials and answers
  
- An updated BSA background check disclosure form is attached for ALL adults that are on your Charter, unless already submitted. You Commissioner will have a list of who has not submitted one.
  
- A completed BSA Youth application form is attached for all Scouts that were manually added to the charter (see list on page 1 of charter printout). Check to be sure that all fields are completed, including DOB, gender, parent and unit leader signatures.
  
- \* Functional Positions Designation Form
  
- \* Completed Insurance Voucher forms for any applicable youth
  
- \* Completed Journey to Excellence form (and award order form if desired)

Submitted by: \_\_\_\_\_ Unit Position: \_\_\_\_\_

Phone #: \_\_\_\_\_ email: \_\_\_\_\_

Unit Commissioner Review: \_\_\_\_\_

\* *Optional Items*