



MID-AMERICA COUNCIL  
BOY SCOUTS OF AMERICA®

# UNIT Final Recharter Checklist

DISTRICT \_\_\_\_\_ UNIT # \_\_\_\_\_  
(Circle One) PACK TROOP CREW SHIP

Contact your Unit or District Commissioner for assistance with rechartering before contacting the Council Office please.

**PLEASE ATTACH THIS FORM TO YOUR CHARTER RENEWAL PAPERWORK WHEN SUBMITTING IT TO YOUR COMMISSIONER or COUNCIL EMPLOYEE.**

- 1 I have attached a printed copy of the Charter Renewal Application. The Application is \_\_\_\_\_ pages.
- 2 The Chartered Organization Representative or Institutional Head has approved the charter online.
- 3 I have attached \_\_\_\_\_ Youth Membership Applications for new youth and added to the roster as listed on Page 1, signed by CM/CC/CR
- 4 I have attached \_\_\_\_\_ Adult Membership Applications for new adult leaders added to the roster as listed on Page 1.
- 5 New Adult Applications are signed in two (2) places by the applicant (Disclosure & Application pages).
- 6 New Adult Applications are signed by the Chartered Organization Representative (COR) or the Institutional Head (IH), and Youth Protection Training Certification is attached.

Name of Person who completed Charter

Phone Number

E-Mail Address

<h3 style="text-align: center;">Next Year Fees (for 2023)</h3> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"># of Paid Youth</td> <td style="width: 10%;"><input style="width: 60px; height: 25px;" type="text"/></td> <td style="width: 10%;">x \$135</td> <td style="width: 10%;"><input style="width: 60px; height: 25px;" type="text"/></td> <td style="width: 10%;"></td> </tr> <tr> <td># of Multiple Youth</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td>New Member Fee</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td>x \$25</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td># of Paid Adults</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td>x \$59</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td># of Multiple Adults</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td># of Scout Life</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td>x \$15</td> <td></td> <td></td> </tr> <tr> <td>National Charter Fee</td> <td></td> <td></td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td>Total Registration Costs <i>(Should match National system)</i></td> <td></td> <td></td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td># of Subscription Plan Youth</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td><i>(-\$150 ea)</i></td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td>Total Financial Assistance to deduct</td> <td></td> <td></td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> <tr> <td><b>GRAND TOTAL FEES DUE</b></td> <td></td> <td></td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> </table>	# of Paid Youth	<input style="width: 60px; height: 25px;" type="text"/>	x \$135	<input style="width: 60px; height: 25px;" type="text"/>		# of Multiple Youth	<input style="width: 60px; height: 25px;" type="text"/>				New Member Fee	<input style="width: 60px; height: 25px;" type="text"/>	x \$25	<input style="width: 60px; height: 25px;" type="text"/>		# of Paid Adults	<input style="width: 60px; height: 25px;" type="text"/>	x \$59	<input style="width: 60px; height: 25px;" type="text"/>		# of Multiple Adults	<input style="width: 60px; height: 25px;" type="text"/>				# of Scout Life	<input style="width: 60px; height: 25px;" type="text"/>	x \$15			National Charter Fee			<input style="width: 60px; height: 25px;" type="text"/>		Total Registration Costs <i>(Should match National system)</i>			<input style="width: 60px; height: 25px;" type="text"/>		# of Subscription Plan Youth	<input style="width: 60px; height: 25px;" type="text"/>	<i>(-\$150 ea)</i>	<input style="width: 60px; height: 25px;" type="text"/>		Total Financial Assistance to deduct			<input style="width: 60px; height: 25px;" type="text"/>		<b>GRAND TOTAL FEES DUE</b>			<input style="width: 60px; height: 25px;" type="text"/>		<h3 style="text-align: center;">Charter Review @ District Level</h3> <p>Date Received <input style="width: 60px; height: 25px;" type="text"/> / <input style="width: 30px; height: 25px;" type="text"/> / <input style="width: 30px; height: 25px;" type="text"/></p> <p>Reviewed By: <input style="width: 200px; height: 25px;" type="text"/></p> <p>Received From: <input style="width: 200px; height: 25px;" type="text"/></p> <hr/> <p><b>Other notes for Charter Processing:</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <hr/> <h3 style="text-align: center;">Payment Method for 2023 Charter</h3> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Check</td> <td style="width: 20%;"><input style="width: 60px; height: 25px;" type="text"/></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Unit Account</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td>ACH</td> <td><input style="width: 60px; height: 25px;" type="text"/></td> <td></td> </tr> </table> <p><i>*If unit has ACH set up you may use for payment.</i></p> <p>Credit Card - Please call Member Services at 402-431-9272 (3% Convenience Fee will be applied)</p> <p style="text-align: center;"><b>Checks should be made payable to :</b> <b>MID-AMERICA COUNCIL</b></p>	Check	<input style="width: 60px; height: 25px;" type="text"/>				Unit Account	<input style="width: 60px; height: 25px;" type="text"/>	ACH	<input style="width: 60px; height: 25px;" type="text"/>	
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<p>Do you have Youth who have been awarded Program Support Financial Assistance?</p> <p>Please list names and amounts:</p>																																																																		

**DO NOT PAY ONLINE VIA THE CHARTER RENEWAL SYSTEM. If there are errors or changes, there is no refund.**