

INTERNET RECHARTERING CHECK LIST for 2017

DISTRICT _____ PACK # _____ Expiration: December 31, 2016

Please submit to Council a minimum of four weeks prior to unit expiration date.

- _____ Training (Cradle of Liberty Council Requirement) Checked By _____
 - _____ Cubmaster (CM)/Assistant Cubmaster (CA) Trained: **Leader Position-Specific - Cubmaster** (online)
 - _____ Lion Guide (LL) Trained: **Leader Position-Specific - Lions** (online)
 - _____ Tiger Den Leader (TL) Trained: **Leader Position-Specific - Tigers** (online)
 - _____ Den Leader (DL) Trained: **Leader Position-Specific - Wolves or Bears** (online)
 - _____ Webelos Leader (WL) Trained: **Leader Position-Specific - Webelos** (online)
 - _____ Committee Chair (CC)/Member (MC) Trained: **Leader Position-Specific - Pack Committee** (online)
 - _____ Youth Protection Training **current through March 31, 2017** for ALL Paid Leaders (online)
- _____ Institution Head (IH) (non-paying position) **MUST** be the same person for **ALL** units the Institution sponsors.
- _____ Chartered Representative (CR) **MUST** be the same person for **ALL** units the Institution sponsors.
- _____ Pack has a Leader for each Cub Scout level (Cradle of Liberty Council Requirement)
 - _____ Tiger and/or Lion Leader if Pack has Tigers and/or Lions
 - _____ Den Leader if Pack has Cub Scouts (Wolves or Bears)
 - _____ Webelos Leader if Pack has Webelos
- _____ Applications attached for each new adult and youth member listed on page 1 of charter renewal paperwork. **(Adult applications completely filled out including SSN, DOB, and signatures.)**
- _____ **Multiples** – Youth & Adults are marked as to where their unpaid multiple membership is registered.
- _____ The charter is signed by the Institution Head (**NO ONE ELSE CAN SIGN**), the Cubmaster or his/her representative, and the District Representative.

_____ Institution Head _____ Cubmaster _____ District Rep

_____ Payment (Registration fee and Accident Insurance fee per Scout and Leader) **Note: Accident Insurance fee is not included on internet recharter paperwork and must be added manually.**

All Youth members, Adult Leaders, and Tiger/Lion Adult Partner must pay \$2 insurance fee.

Line 1	_____ Paid Youth	X	\$24.00	\$ _____
Line 2	_____ Youth BL	X	\$12.00	\$ _____
Line 3	_____ Paid Adults	X	\$24.00	\$ _____
Line 4	_____ Adult BL	X	\$12.00	\$ _____
Line 5	_____ Unit Liability Insurance Fee			\$ 40.00
	Total of line 1 thru line 5			\$ _____
Line 6	_____ Youth	X	\$2.00	\$ _____
Line 7	_____ Adults	X	\$2.00	\$ _____
Line 8	_____ Tiger/Lion Adults	X	\$2.00	\$ _____
	Total of line 6 thru line 8			\$ _____
	Total due to Council			\$ _____

Please make check payable to Cradle of Liberty Council for the full payment.

Unit point of contact: _____ Phone: _____

Email: _____