

Recharter Checklist 2016

Unit : _____

- The Executive Officer, Charter Organization, and contact information listed on the front of the charter roster is correct.
- There are two required signatures on the front of the Charter Roster – the top one from the Executive Officer and the second one from the unit leader. The third signature is for a Council representative.
- The Annual Charter Agreement is signed by the Executive Officer.
- The charter has a minimum of 5 adults and 5 youth.
- Please verify the number of paid adults, youth, and Boys' Life.
- Include the annual accident insurance fee of \$1.00 per person in the total fees.
- All youth and adult applications being turned in with the charter have the required signatures for approval.
- The unit has completed and signed a Journey to Excellence Unit form.
- Submit one Unit check or Money Order payable to:
Central North Carolina Council. Recharterers without fees will not be accepted.

Place the packet in the following order – top to bottom:

- Check, charter roster, youth applications with Boys' Life, youth applications without Boys' Life, adult applications with Boys' Life, adult applications without Boys' Life, charter agreement, and completed Journey to Excellence Unit form.

Commissioner

Unit Leader

District Executive