

Chief Seattle Council Charter Renewal

Your Unit's 2019 Access Code

To use this code, you **MUST** log in as a **FIRST-TIME** user to start your renewal. Even if you did this last year, or several years, this year you are still a first-time user.

**Paperless or Paper Charter Renewals are Due by
November 14, 2019**



New for This Year

- Increased Fees

	2019	2020
National Registration	\$33	?, Significant increase announced October 23.
Council Insurance	\$8	\$12
Boys Life	\$12	\$12

- Background Check re-authorization for registered adults.

New for This Year

2019 Charter Renewal is a Two Step Process

October 10th - 31st

- Log in and update your roster
- No payment option yet
- Ends at Stage 3: Check Roster

After November 1st

- Review your roster and submit
- Fees will be calculated at this time
- Includes Stage 4: Summary and Stage 5: Submit Roster

In Preparation

- Ensure all participating youth and adults are registered for 2019. Your current unit roster is available in my.Scouting. Submit any unregistered youth and adults so they can be added to your roster already for charter renewal. The fastest way is to use the online BeAScout system – just be sure to approve them quickly. Note: no adult can be registered without current YPT.
- Verify Youth Protection Training is current. All adults must have a completed Youth Protection completion date of March 1, 2019 or newer. Leaders without current training will not be registered; this could delay your charter.
- Remind any adults who have not done so, to complete the new criminal background authorization form. Contact membership services if you need more.
- Collect 2019 Registration, Insurance, and Boy Life fees.
- Do you have your required leadership positions in place?

Unit Required Positions

Pack

Executive Officer (IH)	1 Only	Not a registered position
Chartered Organization Representative (CR)	1 Only	May multiple as a CC or MC
Committee Chair (CC)	1 Only	May not serve in any other position
Cubmaster (CM)	1 Only	May not serve in any other position
Committee Members (MC)	2 Minimum	May not serve in any other position
Den, Lion, Tiger, or Webelos Leader	1 Minimum	May not serve in any other position

Troop

Executive Officer (IH)	1 Only	Not a registered position
Chartered Organization Representative (CR)	1 Only	May multiple as a CC or MC
Committee Chair (CC)	1 Only	May not serve in any other position
Scoutmaster (SM)	1 Only	May not serve in any other position
Committee Members (MC)	2 Minimum	May not serve in any other position

Crew

Executive Officer (IH)	1 Only	Not a registered position
Chartered Organization Representative (CR)	1 Only	May multiple as a CC or MC
Committee Chair (CC)	1 Only	May not serve in any other position
Advisor (NL)	1 Only	May not serve in any other position
Committee Members (MC)	2 Minimum	May not serve in any other position

Ship

Executive Officer (IH)	1 Only	Not a registered position
Chartered Organization Representative (CR)	1 Only	May multiple as a CC or MC
Committee Chair (CC)	1 Only	May not serve in any other position
Skipper (SK)	1 Only	May not serve in any other position
Committee Members (MC)	2 Minimum	May not serve in any other position

Optional Positions

The positions listed below are optional and not necessary for charter renewal. There is no limit on the number of adults registered in optional positions.

Pack: Assistant Cubmaster, Webelos Assistant Den Leader, New Member Coordinator, Den Leader Assistant

Troop: Assistant Scoutmaster, New Member Coordinator, Chaplin, Scouter Reserve, College Scouter Reserve

Crew: Associate Advisor, New Member Coordinator, Scouter Reserve, College Scouter Reserve

Ship: Mate, New Member Coordinator, Scouter Reserve, College Scouter Reserve

Reminder:

Internet Rechartering - Chief Seattle Council Pack 0553

PAYMENT

~~Credit~~ **Cash** ~~E-Check~~

Please submit remittance to your local council for any payment due. Thank you.

REGISTRATION

Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	6	\$198.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	12	\$12.00
Total Fee		\$520.00

NEXT

Do not select Credit Card or E-Check. **Only Cash.** Credit Card and E-check go to the National Office and locally we have no control over refunding overpayment.

Write a check, pay with credit card, or cash to Chief Seattle Council or choose to use funds from your Unit's Escrow Account at Chief Seattle Council.

Add \$6.83 for registration and \$2 for Boys' Life for any youth you are registering for November and December 2019 to the Total Fee.

Updated Internet Rechartering

October 2019 – Version 9 of Internet Rechartering

NOTE: This presentation is for units that expire on December 31, 2019.





Internet Rechartering

Clicking on the link provided by your local council for Internet Rechartering brings you to this page. The first time you go in you must select Register.

Welcome and thank you for using Internet Rechartering from Boy Scouts of America. Internet Rechartering allows you to renew your unit's charter online and perform the following actions:

- Select members from your existing charter roster,
- Promote members from another unit,
- Add new members,
- Update member information, and
- Print a summary of costs associated with the new charter.

Before beginning Internet Rechartering, collect all member information, including new member forms with the appropriate signatures. To complete the process, you must be connected to a printer to print the final report for signature.

If you are a new user, you can consult this [presentation](#) for instructions on using Internet Rechartering.

New member applications

For additional adult or youth membership applications: [Membership Applications](#).

REGISTER

First Time User

LOG IN

Returning User



Registration

To register for Internet Rechartering, enter the access code provided by your council, your unit type, and your unit number.

If you do not have the Access Code, please contact your council.

Access Code:

Unit Type:

Unit Number:

CONTINUE

Login Page – Enter the Access Code provided to you in an email from BSA Registration to your Unit Leaders, Committee Chairs and Chartered Organization Representatives. Select the Unit Type from the Drop Down box. Enter your 4 digit unit number (include leading zeroes).



Internet Rechartering

[Frequently Asked Questions](#) | [Login](#) | [Help](#)

In order to continue,
you must agree to
the confidentiality
statement.

Registration: Confidentiality Agreement

Confidentiality Statement

You are about to view information confidential to your unit and Boy Scouts of America. You accept the responsibility of maintaining the confidentiality of this information. You agree you will share this information only with individuals in your unit or the Boy Scouts of America on a need to know basis.

You agree this information will not be distributed or shared outside of the Boy Scouts of America.

[I agree.](#)

[I disagree.](#)

Internet Rechartering - Council: Troop 0141



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster

LOAD ROSTER

To begin Internet Rechartering, choose one of the following options:

LOAD COUNCIL INFORMATION ← Click here if you want to load your roster with council information and do not have a recharter file.

UPLOAD RECHARTER FILE ← Click here if you are prepared to upload your unit records from a recharter file from PackMaster or TroopMaster or TroopSoft.

Warning: Once you have chosen one of the above options, you cannot choose the other. If you wish to change your choice, you must call the council and ask them to reset your unit. You must then reregister as a first time user and begin the process again.

ROSTER REVIEW

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

Load Roster – here you have the option of loading the roster from what is on record with your council, or you may load the roster information from another tool your unit may be using, such as PackMaster or TroopMaster.

Internet Rechartering - Council: Troop 0141

WELCOME TO STAGE 2: UPDATE ROSTER

To update your roster, you perform the following steps:

- Update chartered organization information.
- Review your chartered organization information and make any necessary changes.
- Select members for renewal.
- Promote members.
- Select members from another unit to become members of your unit.
- Add new members.
- Add new adults and/or new youth to your roster.
- Update member data.
- Update the personal information about the members on your roster, such as birthday, e-mail address, or occupation.
- Update adult positions.
- Update the adult positions. Internet Rechartering will assist you in making sure each required adult position is filled.

To proceed to the first step, click **Next**

Please wait for the roster to load completely. This may take a few minutes, depending on the size of your unit.

ROSTER REVIEW

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

NEXT

Stage 2 is where you will update the information on your roster. There are several steps to updating the roster. Select Next when you are ready to begin.

If at any time you wish to stop, you select the gear in the upper right corner and Log Out. All changes you have made will be saved.

Internet Rechartering - Council: Troop 0141



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data
- Update Member Position
- Check Roster
- Summary

STEP 1 OF 6 : UPDATE CHARTER INFORMATION

Please review and update your chartered organization information. When you have completed the changes, click **Next Step**.

Country:

Address 1:

Address 2:

City:

ZIP code:

State:

NEXT STEP

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

UNIT INFORMATION

Unit type: Troop
Unit number: 0141
Unit expire date: 09/30/2017
District: Japeechen
Chartered organization:
Puckety Presbyterian Church

Unit term (months): 12
Unit new expire date: 09-30-2018

Enter the information relevant to the Charter Organization. (Sensitive information has been covered in this example.)

When finished select Next Step.
Notice the Review / Print Roster button.

Notice the Review / Print Roster button.





Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 2 OF 6 : SELECT MEMBERS FOR RENEWAL

Below is your current roster.

All members are selected for renewal. Deselect the **Renew** check box for any members not renewing. When finished, click **Next**.

Note: Non-paid members should be automatically selected to renew. Fee status will be determined later.

Renew	Name	Street Address	Adult	Position	Person ID
<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	Adult	1 Assistant Scoutmaster	[REDACTED]
<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	Adult	1 Committee Member	[REDACTED]
<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	Adult	1 Committee Member	[REDACTED]
<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	Adult	1 Committee Member	[REDACTED]

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 0 Adult, 0 Youth
New: 0 Adult, 0 Youth

UPDATE UNIT ROSTER

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

[Update unit roster](#)

[PREVIOUS](#) [NEXT](#)

Follow the instructions on the page for selecting and deselecting members for renewal. (Sensitive information has been redacted)

It is important to refresh your roster if your unit has accepted a youth or adult through the online registration system or if your unit has submitted any paper applications to the council that are not showing in your roster. Be sure to update the roster each time you return to work on your recharter.



Council: Troop 0141

1 Load Roster

2 Update Roster

Update Charter Information

● Select Members for Renewal

Promote Members

Add a New Member

Update Member Data

Update Member Position

3 Check Roster

4 Summary

STEP 2 OF 6 : SELECT MEMBERS FOR RENEWAL

Below is a summary of the members who will be renewed with your unit and the members who will not be renewed.

If the information is incorrect, click **Previous** to make corrections. When the information is correct, click **Next Step**.

NOTE: You will be able to add members and change member information later in the process.

Following members are selected for renewal.

No.	Name	Street Address	Adult/Youth
1.			Adult
2.			Adult
3.			Adult
4.			Adult

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 0 Adult, 0 Youth

New: 0 Adult, 0 Youth

PREVIOUS

NEXT STEP

After deselecting members from the previous screen, only the members in your unit will show here. You may correct any incorrect information.



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members**
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 3 OF 6 : PROMOTE MEMBERS

In Step 3 you have the option to Promote Members from another unit. To begin Promotions, click the **Promote** button. If you do not want to Promote anyone at this time, click **Next Step** to continue or click **Previous** button to return to Select Members for Renewal. When you have completed the Promotions process, you will be returned to this page.

When you click **Promote** you will see a Unit Selection screen that will display any units that are chartered to the same organization as your unit. If you are in a unit eligible to convert youth members into adult leaders (troop, team, crew, and ship only) you will see your own unit listed also.

By selecting the radio button shown below the unit you wish to view and clicking **Continue**, you will obtain the records available for this unit, if any. If you do not complete all promotions at this time, you will be able to return to this unit later. This process is available until your charter renewal has been submitted. You may select only one unit at a time.

If the unit from which you want to promote is not shown, you may access the unit's records by entering the correct Access Code, the Unit Type, and four-digit Unit Number into the fields provided. To obtain the Access Code you should contact the unit from which you will Promote Members. You may also contact your local council about this process if necessary. The entered unit must have the same expiration date as your unit.

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 11 Adult, 11 Youth

New: 0 Adult, 0 Youth

UPDATE UNIT ROSTER

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

[Update unit roster](#)[PREVIOUS](#)[PROMOTE](#)[NEXT STEP](#)

Follow the instructions for promoting members into your unit from another unit. **Note you will need access codes for units in which you are not a member.** Notice that you will see a fee on the righthand side of your screen under Roster Review. This is a view of only the registration fees for youth and adult members, not your final fee for recharter.



1 Load Roster

2 Update Roster

Update Charter Information

Select Members for Renewal

Promote Members

Add a New Member

Update Member Lists

Update Member Position

Update Roster

Update Roster

Update Roster

STEP 3 OF 6 : PROMOTE MEMBERS

This page has two parts. The first part presents a list of units from your community organization family from which you can promote members. You can only select one unit at a time. You may change your selection by clicking another radio button.

The second part allows you to promote members from a unit that is not in your community organization family. You must use the text boxes to enter the Access Code, Unit Type, and four-digit Unit Number and click the **Next** button. This unit must have the same expiration date as your unit. If you click a button for a unit in your community organization family, the text box option will disappear from the Screen. You can return to Promote Members later if you decide you require the text boxes or you want to select other units shown.

If your own unit is shown, it can be selected to promote an age-eligible youth member to an adult leader position (such as an 18-year old youth to assistant Scoutmaster).

Pack 0057

Troop 0057

If you want to promote members from a unit that is not in your community organization family enter the Access Code, Unit Type, and four-digit Unit Number for this unit and click the **Next** button. To be valid, the entered unit must have the same expiration date as your unit.

If you do not have the Access Code, please follow your council's instructions.

Access Code:

Type:

Number:

ROSTER REVIEW

Review / Print Roster

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

Update unit roster

Follow the instructions for promoting members into your unit from another unit. **Note you will need access codes for units in which you are not a member.**

PREVIOUS

NEXT



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member**
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 4 OF 6 : ADD NEW MEMBER

From this page, you can add new adults. When finished adding new adults, click **Next**.

To add new adult, please click here ->

NEW ADULT

ROSTER REVIEW

Review / Print Roster

Renew: 11 Adult, 11 Youth

New: 0 Adult, 0 Youth

UPDATE UNIT ROSTER

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

Update unit roster

PREVIOUS

NEXT

Here you may add a new adult.



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- Check Roster
- Summary

STEP 4 OF 6 : ADD NEW MEMBER

Page 1 : Add Adult

Transfer into this Unit :

First name :

Middle name :

Last name :

Suffix :

Primary position in unit :

Position 2 :

ROSTER REVIEW

[Review / Print Roster](#)

CANCEL

RESET

NEXT

Complete the information for a new adult.

Internet Rechartering - Council: Troop 0141



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data**
 - Update Member Position
- Check & Proceed
- Summary

STEP 4 OF 6 : ADD NEW MEMBER

Page 2 : Add Personal Data for Sam Spade
**** Social Security number is required and will be entered by your council from the adult application.**

Country :

Address type :

Address 1 :

Address 2 :

City :

State :

ROSTER REVIEW

Note the warning about the social security number. You will not be asked to enter a social security number.

Here you will enter the youth protection completion date for the adult. You will need to submit the signed completed application, YPT certificate, and any other supplemental documents the council requires.



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Results
- 4 Summary

STEP 4 OF 6 : ADD NEW MEMBER

From this page, you can add new youth. When all new youth are added, click **Next Step**.

NEW YOUTH

← To add new youth, please click here.

ROSTER REVIEW[Review / Print Roster](#)**UPDATE UNIT ROSTER**

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

[Update unit roster](#)[PREVIOUS](#)[NEXT STEP](#)

Here you may add a new youth member.



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data**
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 4 OF 6 : ADD NEW MEMBER

Page 1 : Youth

Transfer to this Unit :

First name :

Middle name :

Last name :

Suffix :

Country :

Address type :

ROSTER REVIEW

[Review / Print Roster](#)

CANCEL

RESET

NEXT

Enter new youth member information.



Council: Troop 0141

1 Load Roster**2** Update Roster

- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

3 Check Roster

4 Summary

STEP 5 OF 6 : UPDATE MEMBER DATA

Please scroll through your roster and ensure the personal information is correct. If the personal information is not correct, click the **Update** button to the left of the name.

When roster is complete, click **Next Step**.

Note: You will have the option to signup members for *Boys' Life* during the Update Fees stage.

Make Update	Remove from Roster	Name	Birth Date	Address / Phone	Position	Boys' Life	YPT Trained	YPT Date
Update	Remove	[REDACTED]	02/01/1951	[REDACTED]	1 Assistant Scoutmaster	N	N	10/29/2014
Update	Remove	[REDACTED]	08/12/1977	[REDACTED]	1 Committee Member	N	Y	08/12/18
Update	Remove	[REDACTED]	06/15/1970	[REDACTED]	1 Committee Member	N	Y	08/20/18

ROSTER REVIEW[Review / Print Roster](#)**UPDATE UNIT ROSTER**

Click **Update unit roster** to refresh unit member data and Youth Protection status from the council's unit roster information.

[Update unit roster](#)[PREVIOUS](#)[NEXT STEP](#)

Here you have the opportunity to update information on your members. (Sensitive information has been redacted.)



Council: Troop 0141

- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 Summary

STEP 6 OF 6 : UPDATE MEMBER POSITION

Below is the list of required positions for your unit and information on who is filling these positions.

The Unit Adult Positions table presents a summary of required positions. The number in the **Current** column must be within the minimum and maximum requirements. To change the position(s) for an individual, click the **Update** button to the left of the individual's name.

When the Current column is within the min/max range, click **Next Step**.

Note: Quality Unit Recognition requires an assistant unit leader.

Update	Name	Unit Position
Update	[REDACTED]	Executive Officer
Update	[REDACTED]	Chartered Organization Rep.
Update	[REDACTED]	Committee Chairman
Update	[REDACTED]	Committee Member

ROSTER REVIEW

[Review / Print Roster](#)

UNIT ADULT POSITIONS

Position	Min	Max	Current
Executive Officer	1	1	1
Chartered Organization Rep.	1	1	1
Committee Chairman	1	1	1
Committee Member	2	-	7

PREVIOUS STAGE

NEXT STAGE

Here you are able to see if you have the required minimum unit adult positions for your unit type. (Sensitive information has been redacted.)



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster

CHECK ROSTER

In this stage, your unit information will be validated against BSA unit requirements. When Internet Rechartering has finished validating your information, you will be informed of any errors or warnings concerning your roster.

You cannot proceed to the next stage until all errors have been resolved. Warnings should be reviewed and corrected if possible but will not prevent you from continuing to the next stage. Internet Rechartering will provide you with suggestions on how to correct errors and warnings.

If you wish to make more changes to your roster before you continue, you can:

[| Update Charter](#) | [Select Members for Renewal](#) | [Promote Members](#) | [Add Member](#) |
[Update Member](#) | [Update Member Position](#) |

ROSTER REVIEW

[Review / Print Roster](#)

CHECK ROSTER

Once you have made all your changes, you select Check Roster and your roster will be validated against the BSA unit requirements, including youth protection requirements of the members.



1 Load Roster

2 Update Roster

Update Charter Information
Select Members for Renewal
Promote Members
Add a New Member
Update Member Data
Update Member Position

3 Check Roster

4 Summary

CHECK ROSTER: ERRORS AND WARNINGS

ERROR:

Some of the unit information you entered contains one or more errors. An error is caused by information that falls outside the BSA's rules for membership.

Please investigate the source of these errors. You cannot complete the charter renewal process until these errors are resolved.

To go to the screen to correct the associated error or warning, click the chosen corrective action. Internet Rechartering will take you to the screen to make the correction.

After the errors are corrected, click **Re-Validate** to recheck the roster.

ERROR: [REDACTED] does not have Youth Protection Training or Youth Protection Training is not current as of unit's new effective date.
Reconcile Error Options:

- [Click here](#) to add/edit the Youth Protection Training for the unit registrant.
- [Click here](#) to remove the unit registrant from the renewal roster.

ROSTER REVIEW

Review / Print Roster

RE-VALIDATE

If there are any errors they are indicated on this page. (Sensitive information has been redacted.) Warnings are not the same as errors (as explained on the screen).

Internet Rechartering - Council: Troop 0141

ADD/UPDATE MEMB

Page 1 : Update Adult

First name :
Middle name :
Last name :
Suffix :
Primary position in unit :
Position 2 :
Position 3 :

- Executive Officer
- Chartered Organization Rep.
- Committee Chairman
- Committee Member
- New Member Coordinator
- Unit Scouter Reserve
- Scoutmaster
- Assistant Scoutmaster**
- Unit College Scouter Reserve
- Unit Religious Emblems Coord
- Unit Chaplain

Committee Member

ROSTER REVIEW

Review / Print Roster

1 Load Roster

2 Update Roster

- Update Charter Information
- Select Members for Renewal
- Promote Members
- Add a New Member
- Update Member Data**
- Update Member Position

3 Check Roster

4 Summary

RESET NEXT

After selecting the member in error, you will be able to make changes to correct the error. The unit processor will be able to modify YPT dates, but this must not be done without proper documentation.



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Review Roster
- 4 Summary

ADD/UPDATE MEMBER

Page 2 : Update Personal Data for Glenn Matovcik

**** Social Security number is required and will be entered by your council from the adult application.**

Country :	<input type="text" value="US"/>
Address type :	<input type="text" value="Home"/>
Address 1 :	<input type="text" value="REDACTED"/>
Address 2 :	<input type="text"/>
City :	<input type="text" value="REDACTED"/>
State :	<input type="text" value="PA"/>

ROSTER REVIEW

Still updating the member in error.
(Sensitive information has been redacted.)



- 1 Load Roster
- 2 Update Roster
 - Update Charter Information
 - Select Members for Renewal
 - Promote Members
 - Add a New Member
 - Update Member Data
 - Update Member Position
- 3 Check Roster
- 4 SUMMARY

CHECK ROSTER: ROSTER IS VALID

Congratulations!
The validation was completed without errors. Please click the **Next Stage** button to continue.

ROSTER REVIEW

Review / Print Roster

NEXT STAGE

All errors have now been resolved.



Troop 1257

1 Load Roster**2** Update Roster

Update Charter Information

Select Members for Renewal

Promote Members

Add a New Member

Update Member Data

Update Member Position

3 Check Roster

4 Summary

5 Submit Roster

CHECK ROSTER: SUCCESS

Thank you for beginning the unit renewal process from Internet Rechartering

You have made substantial progress by achieving **Check Roster** success.

Because Version 9 does not include fees, please return for **Version 10** after November 1, 2019 to proceed with the next steps.

If you wish to make more changes to your roster at this time, you may. When you are finished, log out of Version 9 and close your browser.

All the changes saved in your roster, including the selection of persons to renew, updates to records, and new youth or adults added will be retained.

In Version 10 when you login as Returning User (have your Access Code and Password ready), please click **Update Unit Roster** at your first opportunity.

Update Unit Roster adds new persons that your unit has accepted since you were last online. You may do this update as often as needed. These new persons must be registered with your unit and Council.

In Version 10, you will complete the **Summary Stage**, where you may add **Boys' Life** subscriptions and complete an Inventory step, and go to the **Submittal Stage**.

The Submittal Stage includes optional Online Approval, Online Payment options, including paying directly to your Council by check, and the Submittal of your renewal.

You must Submit your renewal for the Council to process. Once you have done Submit, you will see a Survey form, and on the **Confirmation** page the Unit Renewal Report options and helpful forms.

Once again, thank you for using Internet Rechartering and for your service to youth.

[| Update Charter](#) | [| Select Members for Renewal](#) | [| Promote Members](#) | [| Add Member](#) |
| [| Update Member](#) | [| Update Member Position](#) |

ROSTER REVIEW

[Review / Print Roster](#)

Renew: 4 Adult, 31 Youth

New: 0 Adult, 0 Youth

cid:image004.png@01D57380.4534BD30

This is the final
page - Version 9

Complete Stage 4 and 5 after November 1, 2019

Internet Rechartering - Chief Seattle Council: Pack 0553

APPROVE ROSTER

Our Organization approves this application and all registering adults. I understand the responsibility for the approval of new adults can be given to our chartered organization representative.

Select Approver: Valerie Bickerdike - Chartered Organizati

Your Initials: VB

Draw Your Signature

VB Bickerdike

REGISTRATION

Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	6	\$198.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	12	\$12.00
Total Fee		\$520.00

NEXT

Chief Seattle Council x Summary x Summary x UCRS: Payment x

Secure | https://scoutnet.scouting.org/ucrs/UI/Submit/Payment.aspx

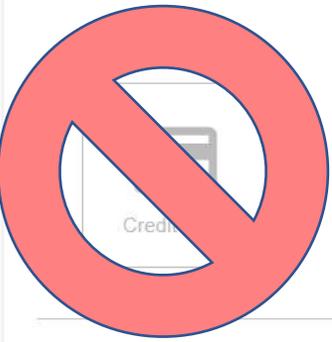
Internet Rechartering - Chief Seattle Council: Pack 0553



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster
 - Approve Roster
 - Payment
 - Submit Roster
 - User Survey

PAYMENT



Credit



Cash



E-Check

Please submit remittance to your local council for any payment due. Thank you.

REGISTRATION

Paid Youth	6	\$198.00
Paid Youth BL	6	\$72.00
Paid Adults	6	\$198.00
Unit Liability Insurance Fee	1	\$40.00
Accident and Sickness Insurance Fee @ \$1	12	\$12.00
Total Fee		\$520.00

NEXT

Do not select Credit Card or E-Check. **Only Cash.** Credit Card and E-check go the National Office and locally we have not control over refunding overpayment or making changes to recharter.

Write a check, pay with credit card, or cash to the Chief Seattle Council or choose to use funds from your Units Escrow Account at the Chief Seattle Council. Online Payment can be made at the Membership Section of Seattlebsa.org

Add \$6.83 for registration, insurance and \$2 for Boys Life for any youth you are registering for November and December 2019 to the Total Fee



Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 **Submit Roster**
- Approve Roster
- Payment
- Submit Roster
- User Survey

SUBMIT ROSTER



Check if you wish to request and authorize the council to charge your unit deposit account for your charter renewal fees, providing that your unit has sufficient funds on deposit.

From this page, you submit the final version of your electronic roster to the council. You also print your final paperwork to send along with your fee payment to the council.

Warning: Once you submit to council, you cannot change the roster through Internet Rechartering. The only way to make changes will be to note these changes directly on the printed Charter Renewal Application that you submit to the council as part of the Unit Charter Renewal Report Package.

To review your roster before submitting, click this [Review /Print Roster](#) link.

To submit your roster to the council, click below.

ROSTER REVIEW

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$520.00

SUBMIT TO COUNCIL

Print JTE Unit Scorecard and Annual Charter Agreement, complete, scan, and email to your District Executive and Commissioner

Chief Seattle Council
Main
file..._E_Webste...
Secure | https://scoutnet.scouting.org/ucrs/Unit/Home/Main.aspx

Internet Rechartering - Chief Seattle Council: Pack 0553

Chief Seattle Council: Pack 0553

- 1 Load Roster
- 2 Update Roster
- 3 Check Roster
- 4 Summary
- 5 Submit Roster

- Approve Roster
- Payment
- Submit Roster
- User Survey
- Submit Confirmation

SUBMIT ROSTER: PRINT CHARTER RENEWAL APPLICATION

Congratulations!

Your charter renewal information has been submitted successfully. You are finished with the online portion of Unit Charter Renewal.

The Unit Charter Renewal process is not complete, however, until you complete the following:

1. As requested by your council, print the Summary Renewal Report E-Z OR the Unit Charter Renewal Report Package (but not both). Please follow the instructions of your council in regard to which renewal application format is requested. You may save these PDF files for reference.
2. Unless Online Approval was done, obtain the appropriate signatures for the renewal application (for both Chartered Organization Representative OR Executive Officer and Unit Leader).
3. Attach the signed new member applications and the certificates of Youth Protection Training completion as appropriate. For new adult volunteer leaders, the application is required.
4. Follow the instructions of your council in regard to payment of fees. If Online Payment was done the confirmation is on your report.
5. Deliver the Summary Renewal Report E-Z OR all pages of the Unit Charter Renewal Report Package, new member applications, any other requested forms, and make payment of fees due to your council.

Thank you for using Internet Rechartering from the Boy Scouts of America.

To print the charter renewal application, click here --> **PRINT RENEWAL APPLICATION**

To print the Renewal Report E-Z, click here --> **PRINT RENEWAL REPORT E-Z**

To access the Journey to Excellence unit scorecard, click here --> **JTE UNIT SCORECARD**

To print The Annual Charter Agreement, click here --> **ANNUAL CHARTER AGREEMENT**

ROSTER REVIEW

Renew: 6 Adult, 5 Youth
New: 1 Adult, 1 Youth
Fees = \$520.00

Submit Adult
Application and Youth
Applications you
entered in internet
recharter

UNIT CHARTER RENEWAL REPORT PACKAGE

Chief Seattle Council : Pack 0553

New Adult Members

(The application form(s) and Youth Protection certificate(s) for new adult member(s) must be submitted with Renewal Package)

Name and Person ID

John Gregroy Padgett

New Youth Members

(The application form(s) for new youth member(s) must be submitted with the Unit Charter Renewal Package)

Name and Person ID

Son Of John

CHARTER RENEWAL APPLICATION

Unit: Pack 0553
 District: North Lakes General
 Unit Status: R

County: King
 Term: 12 months

Expire Date: 12/31/2018

Charter Org:
 Bear Creek United Methodist Church
 16530 Avondale Rd NE
 Woodinville, WA 98077

Executive Officer:
 Melanie J. [redacted]
 15812 196th Pl NE
 Woodinville, WA 98077

Boys' Life: 6
 Term: 12 months
 Begins: 01/2018
 Ends: 12/2018

Approver Name: Valerie Bic [redacted]
 Approver Position: Chartered Organization Rep.
 Approver Initials: VB
 Approval Date: 10/04/2017

Registration:	Qty:	Fee:
Paid Youth	6	<u>\$198.00</u>
Multiple Youth	0	<u>\$0</u>
Paid Youth BL	6	<u>\$72.00</u>
Paid Adults	6	<u>\$198.00</u>
Multiple Adults	1	<u>\$0</u>
No Fee Adults	2	<u>\$0</u>
Paid Adult BL	0	<u>\$0.00</u>
Unit Liability Insurance Fee		<u>\$40.00</u>
Accident and Sickness Insurance Fee @ \$1	<u>12</u>	<u>\$12.00</u>
Total Fee Submitted		<u>\$520.00</u>

Only Executive Officer or Chartered Organization Representative need to Sign Recharter. In this case we used the electronic signature. If not, there would be a signature line printed on the page.

THE ANNUAL UNIT CHARTER AGREEMENT BETWEEN:

_____ and the _____ Council, BSA
Chartered Organization Local Council

Pack No. _____ Troop No. _____ Team No. _____ Crew No. _____ Ship No. _____
(Please identify those units chartered by the Chartered Organization.)

The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the Scout Oath and Scout Law.

The Chartered Organization, as a duly constituted organization that serves youth, desires to use the program(s) of the BSA to further its mission respecting the youth it supports. The Local Council provides the support and service necessary to help the Chartered Organization succeed in its use of Scouting.

The Chartered Organization agrees to:

- Use Scouting to further the Chartered Organization's aims and values for youth.
- Chartered organizations must utilize the Scouting program to accomplish specific objectives related to one or more of the following:
 - o Youth character development
 - o Career skill development
 - o Community service
 - o Patriotism and military and veteran recognition
 - o Faith-based youth ministry
- Conduct the Scouting program consistent with BSA rules, regulations, and policies. They may be found on the My Scouting website and at the following location: www.scouting.org/Membership/Charter_Orgs/resources.aspx.
- Chartered organizations must not use the Scouting program to pursue any objectives related to political or social advocacy, including partisan politics, support or opposition to government action or controversial legal, political, or social issues or causes.
- Be represented in the Local Council and the local Scouting district by a Chartered Organization Representative (COR), who will be appointed by the Chartered Organization. The COR will be the point of contact between the Chartered Organization and the Local Council; will serve as a voting member of district and council committees on which the COR serves; and will, with the Chartered Organization, select and approve volunteer leaders for submission to the Local Council for its consideration. The COR will work with the unit committees sponsored by the Chartered Organization.
- Support unit committee(s) made up of at least three persons for each unit.

- Assure that adults selected as unit leaders are suitable by, at a minimum, having the appropriate leaders of the Chartered Organization review and sign each application.
- Ensure appropriate facilities for the unit for its regular meetings to facilitate the aims of the Chartered Organization and Scouting.
- Encourage adult leaders to receive additional applicable training made available by the council.

The Local Council agrees to:

- Respect the aims and objectives of the Chartered Organization and assist the Chartered Organization by making available Scouting resources.
- Make available to the Chartered Organization and its units and members program training, program resources, and other Scouting support services.
- Make available training and support for the Chartered Organization and for the COR, the primary link between the Chartered Organization, the Local Council, and the BSA. Track and require all unit leaders to attend BSA Youth Protection Training.
- Conduct criminal background checks on adult leaders approved by the Chartered Organization.
- Provide camping opportunities, administrative support, and professional staff to assist the Chartered Organization in developing a successful Scouting program.
- Provide primary general liability insurance to cover the Chartered Organization, its board, officers, COR, employees, and Scouting members and volunteers for authorized Scouting activities. Indemnify the Chartered Organization in accordance with the resolutions and policies of the National Executive Board of the Boy Scouts of America.

Signed _____ Title _____ Date _____
For the chartered organization

Signed _____ Title _____ Date _____
For the BSA local council

Signed _____ Title _____ Date _____
Chartered Organization Representative

Pack _____ of _____ District 2018 Scouting's Journey to Excellence "The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 100		
01	Planning and Budget: Have a program plan and budget that is regularly reviewed by the pack committee, and is follow BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the pack committee.	Achieve Bronze, plus pack committee meets at least six times during the year to review program plans and resources.	Achieve Silver, plus pack committee conducts a planning meeting involving den leaders for the following program year.	50	100	200
Membership					Total Points: 300		
02	Building Cub Scouts: Recruit new youth into the pack in order to grow membership.	Conduct a formal recruitment program by October 31 and register new members in the pack.	Achieve Bronze, and either increase youth members by 5% or have at least 40 members.	Achieve Silver, and either increase youth members by 10% or have at least 80 members.	50	100	200
03	Retention: Retain a significant percentage of youth members.	Retain 80% of eligible members.	Retain 90% of eligible members.	Retain 95% of eligible members.	50	100	200
04	Volunteer-to-Den transition: Have an efficient plan to promote Volunteer Scouts into Boy Scout Troops.	With a troop, add two joint activities in 75% of second-year Volunteers have completed "The Scouting Adventure."	80% of eligible Volunteers register with a troop.	80% of eligible Volunteers register with a troop.	20	50	100
Program					Total Points: 300		
05	Advancement: Advance a high percentage of Cub Scouts earning rank advancements.	80% of Cub Scouts advance one rank during the year.	80% of Cub Scouts advance one rank during the year.	75% of Cub Scouts advance one rank during the year.	100	200	300
06	Outdoor activities: Conduct outdoor activities and field trips.	Each den has the opportunity to participate in three outdoor activities or field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	50	100	200
07	Day/weekend/camp: Cub Scouts attend day camp, family camp, and/or resident camp.	50% of Cub Scouts participate in a camping experience or improvement over the prior year.	50%, or 25% and have improvement over the prior year.	75%, or 50% and have improvement over the prior year.	50	100	200
08	Service projects: Participate in service projects.	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Achieve Silver, plus at least one of the service projects is team-related.	25	50	100
09	Pack and den meetings and activities: Den and pack have regular meetings and activities.	Hold eight pack meetings a year. Den or pack meetings have started by October 31.	Achieve Bronze, plus den meet at least twice a month during the school year.	Achieve Silver, plus run the Summer/In Pack Award.	20	50	100
Volunteer Leadership					Total Points: 400		
10	Leadership recruitment: The pack is proactive in recruiting sufficient leaders.	Have a registered assistant Cubmaster.	Achieve Bronze, and prior to meeting events, the committee identifies pack and den leadership for the next year.	Achieve Silver, plus every den has a registered leader by October 31.	50	100	200
11	Trained leadership: Have trained and engaged leaders at all events. All leaders are required to have youth protection training.	Cubmaster or an assistant Cubmaster or pack leader has completed position-specific training.	Achieve Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of committee members have completed position-specific training.	50	100	200

- Bronze:** Earn at least 500 points by earning points in at least 7 objectives.
 - Silver:** Earn at least 800 points by earning points in at least 8 objectives.
 - Gold:** Earn at least 1,000 points by earning points in at least 8 objectives and at least Bronze in all.
- Total points earned: _____**
No. of objectives with points: _____
- Our pack has completed entire webclimbing by the deadline in order to maintain continuity of our program.
 - We certify that these requirements have been completed.

Cubmaster _____ Date _____
 Committee chair _____ Date _____
 Commissioner _____ Date _____

This form should be submitted to the local service center or your unit commissioner, as directed by your council.



Submit on or before November 14, 2019



Submit Charter Renewal to Council using Internet Recharter



Youth Applications can be scanned/mailed or use online applications



Adult Applications can be scanned/mailed or use online applications



Fees on Charter Renewal Application + \$6.83 November December 2019 Registration fee + \$2 Boys Life Fee for new Youth Members Use "Escrow Membership Deposits" at seattlebsa.org/membership Don't Use Credit Card to National Council



Annual Charter Agreement complete scan/email



Journey to Excellence Application complete scan/email

