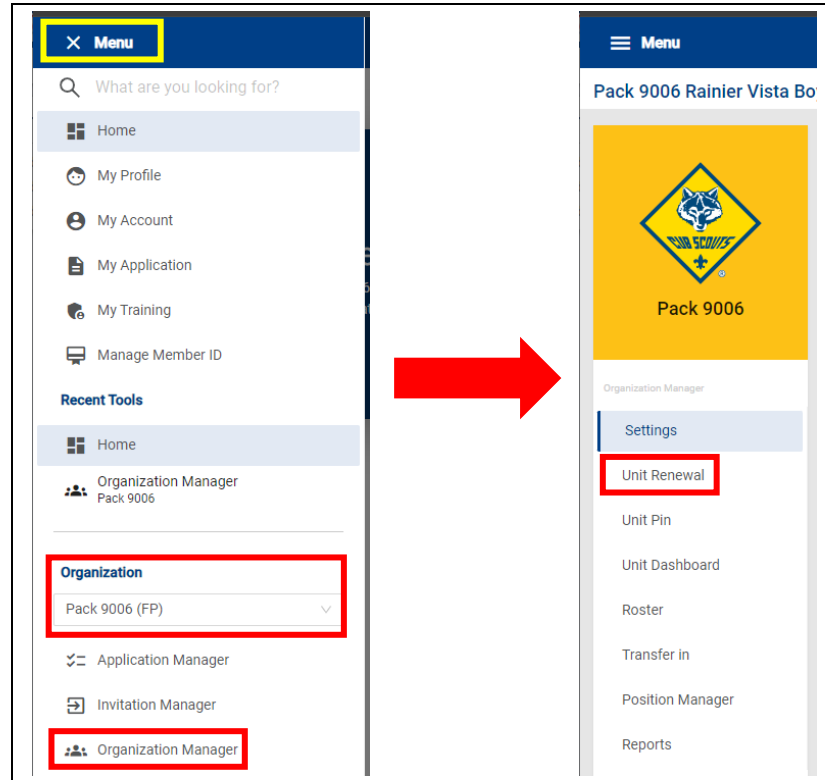
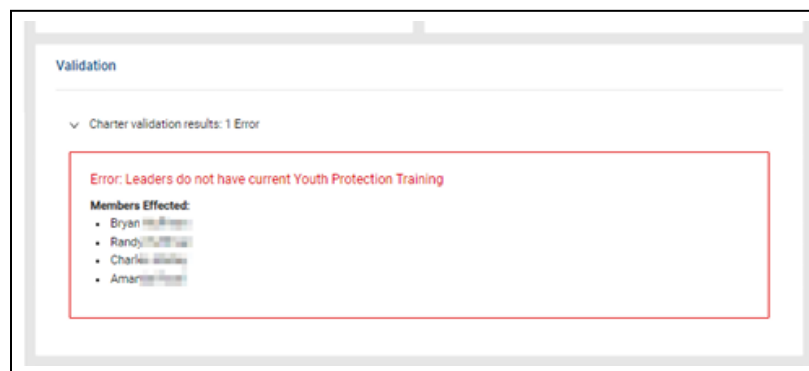


Starting November 1st:

- The Unit Renewal tab becomes available:
 - My.Scouting.org -> Menu -> Organization: your unit -> Organization Manager -> Unit Renewal



- Each time you open Unit Renewal, it automatically checks Validation:



- Errors must be resolved (expired Safeguarding Youth Training, missing leaders, aged-out Scouts)
- Warnings do not prevent submitting your renewal

- Once all errors are cleared, the charter is signed (type your name) and you proceed to payment.
 - Your roster **does not** need to be updated before renewing the unit.

- Online charter renewal does require payment to complete (**this is okay**).

- Select Credit Card (3% admin fee) or ACH (\$1 admin fee)
- You can save your payment information for next year, if desired, before submitting payment

- Credit card:

- ACH:

- Once you have submitted payment, your renewal is final.
 - It may take several days for the computers to finish working through the process.