



## UNIT CHARTER RENEWAL CHECKLIST

### REQUIRED ITEMS:

- Annual Charter Agreement (One per Chartered Organization)
- Charter Renewal Application with CO approval
  - Appropriate fees, if not paid online
- Unit Account Authorization Form
- 2020 Journey to Excellence Worksheet
- Information Form filled out with applicable dates/information:
  - Blue and Gold Banquet
  - Court of Honor
  - Family Friends of Scouting presentation
  - Camp promotion
  - Summer camp plans
  - OA election date

### OPTIONAL

- Unit Money Earning Application (if fundraisers ready for approval)
- OA Roster Renewal with appropriate fees
- Applications for any new youth or adults, with YPT certificate
- JTE Service Hour Reporting (if not completed on my.scouting.org)