



# BOY SCOUTS OF AMERICA®

## LONGHOUSE COUNCIL

### Charter Renewal Instructions

**Completed Annual Recharter Paperwork is to be submitted by December 15<sup>th</sup>**

Rechartering is the process used to register youth and adult membership in the Boy Scouts of America. It's an annual process completed via the internet through the online rechartering system.

Follow this link to access the online rechartering system:

<https://www.scouting.org/commissioners/internet-rechartering/>

Follow the link listed below for all supplemental resources:

[www.cnyscouts.org](http://www.cnyscouts.org)

#### Important announcements for the 2022 Recharter season

Internet Rechartering may only be accessed by the Unit Key 3. (Unit Leader, Charter Org Rep, or Committee Chairman) The Unit Key 3 can choose to select a Key 3 delegate to have access by logging into Scoutbook.com or My.Scouting Account. **This process can only be done online.**

#### Suggestions to ease your rechartering process:

- As the Scout Motto states, **Be Prepared!** Start preparing **TODAY!**
- Select someone in your unit to take responsibility for completing the recharter process. Unit Key 3. (Unit Leader, Charter Org Rep, or Committee Chairman) or Key 3 delegate.
- Review current roster, confirm current addresses, contact info for all members, and ensure all current members are registered. **This must be updated online before starting the recharter.**
- Review the leaders training status to confirm that adults are up to date on Youth Protection Training and the specific leader training pertaining to each position. It is suggested to appoint someone to serve as the unit training coordinator to take a proactive approach to this task during the year. Youth Protection Training is required for all leaders at the time of registration. You will not be able to include adults who do not have current YPT when submitting your recharter roster.
- Verify Scout Life status with your membership. Remember that Webelos who crossed over and were receiving Scout Life under their pack membership will appear as a "N" Scout Life recipient on the Troop roster. If the Scout wishes to continue to receive Scout Life, that should be added.

#### Please note that as of October 20th, 2022, the BSA registration fees are as follows:

- \$100 for the Annual Unit Charter Fee
- \$120 for youth members in Cub Scouts, Scouts BSA, Venturing and Sea Scouts
- \$90 for Exploring participants
- \$90 for all adult volunteers
- \$25 one-time "new member fee, if first time in a Scouting Program"
- \$15 for Scout Life magazine subscription
- \$16.50 for Council Insurance fee
- \$28.50 for Council resource fee

Should you have a question or need additional information, please contact the Scout office:

Ellen Tyler  
[Ellen.tyler@scouting.org](mailto:Ellen.tyler@scouting.org)  
315-463-0201 X103

Edwin Theetge  
[Edwin.theetge@scouting.org](mailto:Edwin.theetge@scouting.org)  
315-463-0201 X109