

2023 Unit Recharter Checklist

- Review your roster of registered youth and adults on my.scouting.org (Organization Manager -> Roster) ensure that all returning adults have taken YPT this calendar year. (If YPT expires in the next 6 months, take now!)
- Register any youth or adults that are not currently registered but should be.
- Collect fees/dues from those new/returning.
- Key 3 or Delegate complete the online recharter at advancements.scouting.org (My.Scouting.org login credentials) upload appropriate forms as requested in online recharter.
- Complete the Annual Charter Agreement/ Exploring Memorandum of Understanding (MOU) – **Required every year.**
- Email the following forms, **Unit Charter Renewal Report Package, Annual Charter Agreement, NEW Executive Officer Form (if applicable)** or Exploring MOU to your [District Executive](#) with your Unit # and “Recharter” in the subject line by December 15, 2022. ([Rechartering Resources](#))

Have you had your 2023 Unit Planning Meeting? Complete the following and share it with your district staff member:

Our unit’s fall sign-ups for new members (August - October) is:

Our unit’s annual planning meeting (recommended before school lets out) is

Troops, where are you going to summer camp in 2023?

Troops, when are your WEBELOS nights?