Greetings Unit Leaders, Committee Chairs and Chartered Organization Representatives,

The information listed below is to assist the person responsible for completing the charter renewal process for your Unit. Additional information will also be available at your District Roundtable and on the South Texas Council # 577 website: http://southtexasbsa.org

**IMPORTANT DATES:**

Internet Recharter begins—October 1, 2020
Recharter Submission Deadline—December 15, 2020

**Recharters not completed and submitted by December 20th will result in loss of membership privileges, insurance, and attendance at activities. **

Online Submission for Rechartering your Unit:

Online recharter is the easiest, quickest way to renew your Unit for 2020! We encourage you to complete the entire process online—including approval and payment—to save yourself time and paper! The Internet Rechartering site is available beginning October 1, 2020 at https://scoutnet.scouting.org/ucrs/. You must login as a NEW USER each year and use the Unit Access Code provided below.

Important Changes this year:

1. All adult leaders must sign the NEW Additional Disclosures & Background Check Authorization form released on September 20, 2019. Your Unit charter will not be posted until we have received new disclosure forms for each registered adult.
2. There has been a fee increase for 2021 registration fees. $69 per youth and $45 per adults. And Charter fee for each unit is $75.

Documents you still need to submit to South Texas Council # 577:

- NEW signed Additional Disclosures & Background Check Authorization forms for all registered adults (new form released September 2019)
- Adult or Youth applications for any new members—anyone listed as “new” on page one of your charter. (Also keep in mind there are no “transfers” at recharter time; they are considered “new”.)
- Youth Protection Training (YPT) Certificates for any new adults

Also include these if applicable:
• All pages of the Unit Charter Renewal Report Package (final version; no draft copies please) with appropriate signatures **IF you did not select online approval.**
• One check for recharter fees, made payable to South Texas Council # 577, **IF you did not pay online.**
  (Note: We do accept credit card payments at the Service Center with a 3% surcharge.)

PLEASE NOTE:

• Three payment options available:
  --Pay online by credit card
  --Pay online by E-check
  --Pay by cash/check. Units that select this option will print the recharter application and turn it in to the office
• Youth Protection Training (YPT) is required for all registered adults. Any adult without current YPT cannot be renewed until they are trained; you will get an error message during internet rechartering if you have any adults with expired YPT.
• Unit Leaders (Cubmaster, Scoutmaster, Crew Advisor, and Post Advisor) should be trained in their position in order to complete the recharter process.
• You don’t have to finish your recharter all in one sitting; you can save your progress periodically and come back and finish later—by December Roundtable! (If saving and returning, login as Returning User.)
• You may submit new member applications and YPT Certificates via email to samula.jackson@scouting.org.
• Additional useful forms and information found here: http://southtexasbsa.org
• **Failure to comply or meet the recharter deadline may result in reduced access to Scoutbook and may hold up Unit advancements.**

QUESTIONS? We are here to help! Don’t hesitate to contact the Council Registrar Samula Jackson at (361) 814-4300 Ext: 112 or samula.jackson@scouting.org or reach out to your District Executive.

*** UNIT ACCESS CODE ***
Unit: 
Access Code: #
District: 
Charter Organization: 

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