



It starts with Scouts.

SCOUTS CANADA

CHARTER RENEWAL APPLICATION FOR 2017 - 2018

The information to be submitted as one complete package is for
September 1, 2016 to August 31, 2017
other than the Financial Statement which is for August 31, 2016

GROUP DETAILS (Please print clearly)

Group Name: _____

Area: _____

Council: _____

Group Commissioner: _____

Email: _____

Phone No: _____

Group Committee Meeting Location: _____

Time: _____

SPONSOR/PARTNER DETAILS (Please print clearly)

Sponsor/Partner Organization: _____

Address _____

Phone No: _____

City: _____

Postal Code: _____

Sponsor/Partner Representative: _____

Sponsor /Partner Conditions: _____

LIST OF GROUP SIGNING OFFICERS (Minimum of 2 Required)

Group Commissioner: _____

Group Administrator: _____

Group Treasurer: _____

Group Registrar: _____

CHECKLIST OF DOCUMENTS

Year End Financial Statement (August 31, 2016) (submit, if not already submitted by November 30, 2016)

Bank Statement as at August 31, 2016, for each Account owned by the Group (If not already submitted)

[Group Health Assessment](#) completed (for discussion as part of the Re-charter process)

RESPONSIBILITIES FOR SPONSORS/PARTNERS

- To apply annually for renewal of the Group/Section Charter.
- To ensure good relationships and information flow between Sponsor/Partner, and Scouting group.
- To receive annually through the group committee, the report of the group's activities, including audited financial statements.
- To assist in providing resources to enable the group to promote the goals and ideals of the Sponsor/Partner and training for leaders in the goals and ideals of the Sponsor/Partner, in keeping with the mission, principles, program goals and operating policies of Scouts Canada.
- To set the policy in relation to membership in the group, i.e. closed or open group?
- If a religious partner, to establish the policy for the group with respect to religious exercises and/or instruction as a program element in the group. To ensure that this policy is made known to applicants and/or their parents or guardians, as well as making provisions to excuse members on parental or guardians request if membership is open to children and youth of other than the denomination of the church concerned.
- To advise the group committee and, when necessary, rule on fundraising methods if these come in conflict with the goals, ideals, or policies of the Sponsor/Partner or of Scouts Canada.
- To assist in providing resources, both personnel and other, for the encouragement of the Religion in Life Emblem program and provide for appropriate recognition of recipients of the emblem To ensure adequate meeting facilities are provided for the Group/Section.
- To establish and additional criteria unique to the Sponsor's/Partner's requirements regarding the recruitment and appointment of Scouters.

AGREEMENTS

Local Sponsor/Partner Agreement

Having read the responsibilities for Sponsors/Partners as outlined above, I make application to Scouts Canada for a Charter or its renewal on behalf of the named group/section under the auspices of the Sponsoring Body shown on this form.

Sponsor/Partner Representative

Date:

Signature _____

Group/Section Agreement

We agree that we will ensure that the Group/Section for which, this charter is granted or renewed will operate in accordance with the **By-Law, Policies and Procedures of Scouts Canada**.

We further confirm that if for any reason, the service of a Scouter-in-charge of any Section is discontinued; we will immediately notify the Area/Council and endeavor to find a successor. Meanwhile we will assume control of the Section, including all property.

This agreement was readout at a properly constituted Group Committee meeting, and on a motion duly carried, the Group Commissioner or representative has been authorized to sign this agreement on behalf of the Group.

Group Commissioner

Date:

Signature _____

Area / Council Representative

Date:

Signature _____