

Activity Name: _____ Date(s): _____

Start/End Times: _____

Circle one: Community Sponsored _____ Council Event _____ District: _____

Type of Event: Camping _____ Community Service _____ Training _____ Scouting Fun _____ OA _____

Fundraiser _____ Advancement _____ Council Service/Workday _____ Recruiting _____

Event is open to: Cub (youth) _____ Scouts BSA (Youth) _____ Venturing/Sea Scout (Youth) _____

Adults (regardless of program) _____

Location: _____

Has the council calendar been checked? Y / N Conflicts: _____

Is this a new event? (circle one) Y / N List any Non-Scouting partners: _____

Planned activity description (Splash Note Text):

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Fee Structure:

	Dates	Youth Participants	Adult Participants	Guests	Staff
Early Bird Fee				N/A	N/A
Base Fee				N/A	N/A
Late Fee				N/A	N/A

Activity Chair: _____ email: _____ cell _____

Staff Advisor: _____ email: _____ cell _____

Attach an approved budget, work with the Staff Advisor to complete the budget and back dating document. Remember, all activities must be financially self sustaining.

Will the event provide food? Y / N (if yes, the registration must obtain dietary needs)

Get the word out-

News Letter Text:

Reminder Text:

Attach an approved budget, back-dating documents, as well as prior year event documentation and off council property reservation, as relevant.

Notes:

For Program Committee/Council Use Only- Review Signatures Advancement/Camp Promotions/Training/Service and Activities:

Committee Chair Signature _____ Date: _____

VP Program Signature: _____ Date: _____

Council Executive: _____ Date: _____