

2018 CATCH THE ADVENTURE TURN-IN INSTRUCTIONS

IMPORTANT: Follow these instructions to report the results of your Catch the Adventure event to your local service area for processing.

NOTE: EVERY site MUST return a packet by Sept 20th!**

If earlier recruitments took place in August – contact with your District Executive

Registration Site Volunteers (after 8 p.m.) on September 20th (or earlier)

- Clean up the area (leave no trace)
- Retain the "pack copy" of the roster, so you have a record of who attended.
- REMOVE the last page (unit copy) of all paper applications collected.
- Bring to the district specific assigned drop-off site:**
 - Completed council copy of the registration forms (with SIGNATURES)
 - Properly completed roster –
 - Retain Page 2 and submit **Page 1 in the Site Kit Envelope**
 - Collected funds
 - If applicable, write **one** check for registration & Boys' Life fees made out to "BSA".
 - Any un-used backpacks and backpacks vouchers
 - Additional backpacks will be available to pickup for boys who received a voucher.
- Units will receive (1) custom fishing bobber for each submitted youth application with fees at the turn in center.
- Send a "Thank you" note to the school (next day)

My District's Turn-In Center Is:

IMPORTANT NOTE: If for some reason you are unable to drop off your packet, you must call your District Executive to explain how the packet will be turned in and when.