

## Common Defects on Adult Leader Applications

There are two pages of the adult application that need to be completed and turned into the council office, along with a Youth Protection Training certificate.

The Disclosure/Authorization Form (DAF) contains information about the Criminal Background Check (CBC) and asks for the name of the applicant and their signature, authorizing the Council to complete a CBC. Applications without the signed DAF page cannot be processed.

In addition, unit-adult applications no longer require council approval, unless the applicant has answered “yes” to any of the background questions. Council approval is still required for adults in district and council-level positions.

The following items are common defects on adult applications – if any of these are missing, the application cannot be processed:

- ◆ Youth Protection Training
- ◆ Disclosure/Authorization Form (DAF)
- ◆ Applicant’s Signature
- ◆ Applicant’s Initials (1-2)
- ◆ Social Security Number
- ◆ Charter Org Representative Signature
- ◆ Question #1 thru 6 (6 A-F Answered)

## Common Defects on Youth Applications

The following items are common defects on youth applications – if these are missing, the application cannot be processed:

- ◆ Youth member’s date of birth
- ◆ Youth member’s grade
- ◆ Unit Leader Signature
- ◆ Parent/Guardian Signature
- ◆ Parents Date of Birth
- ◆ Parent Email

*NOTE: If the youth member is in Kindergarten or First Grade, the parent section at the bottom of the youth application **must** also be completed including parent’s date of birth.*