

## When do I need a Local Tour Permit?

They are REQUIRED for:

ALL overnight outings  
Any trip outside of the Council boundaries  
Whenever the place you are visiting requires it  
Activities requiring special training i.e. swimming, camping  
Multiple units attending the same function must have their own permits

## How do I fill one out?

Use the most current Application 2005 printing #34426E

It is due 2 weeks before the activity to allow for proper planning (you'll see why)

1-Type of Unit- pack/troop/crew/team/post

2-Unit Number- 543/615/7

3-Town-City you're Chartered In- Naperville/Aurora

4-Council District-Not your school district- Thunderbird, Indian Prairie, MH, Chanonoe

5-Date of the Activity-or Starting Date

6-Ending date if the activity is more than one day

7a-WHERE ARE YOU GOING?-Name of the place including City & State

If you are within Council Boundaries it is not necessary to give a route, just put

"Blackwell Forest Preserve- Youth Campground- Warrenville, IL

7b-WHAT TYPE OF ACTIVITY IS IT?- camping, swimming, touring police station

\*Be sure it is AGE-APPROPRIATE

8-Type of Trip- 1-day=tours, day hikes, bike rides

Touring Camps-involves traveling to several locations

Short-term Camp-week ends

Long-term Camp-summer camps

9-Activity Standards-Certain activities require specific training, you would list the certifications here i.e. swimming requires Safe Swim Defense, camping requires BALOO or Outdoor Leader Skills

10-Mode of transportation-how are you getting there?-Other can be BIKES

11&12-How many Youth (including siblings) and Adults are attending. Do your ratios of Youth to Adult comply with the activity?

13-Have parents approval been secured? Basically, do you have permission slips? The application WILL NOT be approved unless the answer is YES. - get form from Cub Scout leader manual

14-Describes 2 Deep Leadership

15-Youth Protection-At least 1 REGISTERED adult must be trained in Youth Protection AND be present. Write the name up the side, if it is not the Tour Leader or Assistant. Certification expires every 2 years. We will check this thru the computer system to verify. There have been problems when the computer has been down or the training not recorded. We recommend bringing a copy of the certification with the tour permit to speed things up.

16-Tour Leader Info-Needs to be a registered leader with the unit, name, age (we need to know that they are over 21), phone # incase we need to contact you, address

Check my unit permit certificate