



LONG BEACH AREA COUNCIL

Boy Scouts of America



APPLICATION FOR MERIT BADGE FAIR/DAY

*****PLEASE READ IMPORTANT INSTRUCTIONS ON FOLLOWING PAGE*****

AT LEAST 30 DAYS PRIOR TO THE EVENT, FORWARD THE COMPLETED FORM TO YOUR DISTRICT ADVANCEMENT CHAIRPERSON WHO, UPON APPROVING IT, WILL PRESENT IT TO THE COUNCIL ADVANCEMENT COMMITTEE FOR FINAL APPROVAL.

DISTRICT: _____

SPONSORING ORGANIZATION: _____

CONTACT PERSON (S): _____ **PHONE:** _____

CONTACT PERSON (S): _____ **PHONE:** _____

LOCATION OF EVENT: _____ **HOURS OF EVENT:** _____

1. Attach a complete list of counselors and the merit badge each will teach.
2. All counselors **MUST** currently be registered with the district and council as merit badge counselors.
3. Attach a copy of the council approved tour permit, insurance rider, etc.
4. Attach any proposed publicity items to be circulated announcing the event. Approval needs to be secured prior to promotion of the event.

APPROVED:

District Advancement Chairperson _____ **DATE** _____

Council Advancement Chairperson _____ **DATE** _____

INSTRUCTIONS FOR CONDUCTING A SUCCESSFUL MERIT BADGE FAIR/DAY

- Get counselor commitments before announcing what badges will be offered. Last minute recruiting often gets counselors who are untrained and lack of commitment.
- Instruct each counselor to require nothing less and nothing more than the requirements in the merit badge book, even if it means a partial completion of the badge. *Most badges cannot be completed in a single class setting especially those which are required for Eagle.*
- Admonish all Scouters involved with the event to remember that their goal should be to expose Scouts to new skills and positive adult relationships, not just to hand out merit badges. Partial completions are okay.
- Insist on pre-registration so you will know that your resources are adequate e.g., enough counselors, enough space, enough materials.
- Absolutely require that Scouts bring their own merit badge application (blue card) signed by their unit leader. National guidelines require that the unit leader sign **BEFORE** the Scout begins work on the badge.
- Events which require that Scouts be in uniform are, on the whole, much more successful than those which permit any form of dress. Scouters who have uniforms should always wear them.
- Ensure that you have met all other requirements that may be applicable, such as a tour permit, insurance rider, permission slips, consent to treat a minor (needs to be a part of the sign-up form), etc.
- Issue each Scout advance written instructions as to what will be required of him to have a successful day. Being prepared requires understanding.

COUNSELORS LIST FOR MERIT BADGE FAIR/DAY

Date of event: _____ Location of event: _____

<u>COUNSELORS NAME</u>	<u>PHONE</u>	<u>MB SUBJECTS TEACHING</u>
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Please continue this list on additional paper if all counselors do not fit on this sheet of paper.