



TOUR PERMIT APPLICATION

FOR TRIPS AND CAMPS UNDER 500 MILES

Local permit No. _____ Date received _____ Date approved by council _____

A local tour permit is granted by the council for trips of less than 500 miles or travel to a council-owned camp. A National Tour Permit is granted by the region after approval of the council and is required for trips in excess of 500 miles one way or for any trips outside the United States of America. A council needs the application at least two weeks in advance of the activity for local permits. Councils may require additional time for special activities, and unit leaders completing this application should plan accordingly. Units are strongly encouraged to utilize **MyScouting** to file all permits electronically. Print or reproduce on legal- or ledger-size paper.

Unit title _____ Unit No. _____ Chartered organization _____

Council name/No. _____ / _____ District _____

Purpose of this trip is _____

From (city and state) _____ to _____

Mileage round trip _____ Dates _____ to _____ Total days _____

Is accident/sickness insurance in force for this unit? Yes No Company name and policy No. _____

Itinerary: It is required that the following information be provided for *each day* of the tour. (Note: Speed or excessive daily mileage increases the possibility of accidents.) Attach an additional page if more space is required. Include detailed information on campsites, routes, and float plans, and include maps for wilderness travel as required by the local council.

| Date | Travel | | Mileage | Overnight stopping place (Check if reservations are cleared.) | <input checked="" type="checkbox"/> |
|------|--------|----|---------|--|-------------------------------------|
| | From | To | | | |
| | | | | | |
| | | | | | |

Type of trip: Day trip Short-term camp (less than 72 hours)
 Long-term camp (longer than 72 hours) (Furnish copy of program and menus.) High-adventure activities

Leadership and Youth Protection Training: Boy Scouts of America policy requires at least two adult leaders on all camping trips and tours. Coed Venturing crews must have both male and female 21-year-old leaders for overnight activities. All registered adults participating in any nationally conducted event or activity must have completed **BSA Youth Protection training**. At least one registered adult who has completed BSA Youth Protection training must be present at all other events and activities that require a tour permit. Youth Protection training is valid for two years from the date completed.

1. The adult leader in charge of this group must be at least 21 years old.

Name _____ Age _____ Scouting position _____ Expiration date _____

Address _____

City _____ State _____ Zip code _____

Phone _____ E-mail _____ Youth Protection trained Yes No

As the tour leader, I certify that appropriate planning has been conducted, qualified and trained supervision is in place, **permissions** are secured, and I have read and have in my possession a copy of **Guide to Safe Scouting** and other appropriate resources. _____

Adult leader's signature

2. Assistant adult leader name(s) (minimum age 18, or 21 for Venturing crews)

Name _____ Age _____ Scouting position _____ Expiration date _____

Address _____

City _____ State _____ Zip code _____

Phone _____ E-mail _____ Youth Protection trained Yes No

Attach a list with additional names and information as outlined above.

Signed by member of unit committee

Signed by tour leader

Signatures must be from two different people.

RETAIN IN COUNCIL SERVICE CENTER

OFFICIAL LOCAL TOUR OR CAMP PERMIT BOY SCOUTS OF AMERICA

This permit should be in the possession of the group leader at all times and displayed when requested by Scouting officials or other duly authorized people.

Permit issued to _____

Type of unit

No.

Chartered organization

Name of tour leader

Age

Address

Assistant tour leader

Age

Address

Permit covers all travel between _____ and _____

Dates of trip from _____, 20____, to _____, 20____

Total youth _____ Total adults _____

This group has given the local council every assurance that they will conduct themselves according to the best standards of Scouting and observe all rules of health, safety, and sanitation as prescribed by the Boy Scouts of America and as stated in the Pledge of Performance on the reverse side of this permit.

These spaces are for the signatures and comments of officials where the group camps or stays for one night or more. Signatures indicate that the cooperation and conduct of the Cub Scout, Boy Scout, Varsity Scout, or Venturing group were satisfactory in every way.

| Date | Place | Signature | Comment |
|------|-------|-----------|---------|
| | | | |
| | | | |
| | | | |

Local Permit No. _____

Date Issued _____

Council Stamp

Not official unless council stamp appears here.

Council name and address

Council phone no.

Signed for the council

Revised December 2008



| | |
|--|---|
| <p>3. Party will consist of (number):</p> <p>___ Cub Scouts ___ Boy Scouts ___ Varsity Scouts</p> <p>___ Venturers—male ___ Venturers—female</p> <p>___ Adults—male ___ Adults—female ___ Total</p> | <p>4. Party will travel by:</p> <p><input type="checkbox"/> Car <input type="checkbox"/> Bus <input type="checkbox"/> Train <input type="checkbox"/> Plane</p> <p><input type="checkbox"/> Canoe <input type="checkbox"/> Van <input type="checkbox"/> Boat <input type="checkbox"/> Foot</p> <p><input type="checkbox"/> Bicycle</p> |
|--|---|

If traveling by other methods, please specify. _____

Party will travel with another unit/crew that has a male or female (circle one) leader. This leader will be responsible for the Venturers of my crew.

Advisor _____ Other crew's No. _____ Council _____

Tour involves: Swimming Boating Climbing Orientation flights (attach **Flying Permit, No. 19-672**, required)
 Wilderness or backcountry (must carry **Wilderness Use Policy** and follow principles of **Leave No Trace camping**)

Activity Standards: Where swimming or boating is included in the program, **Safe Swim Defense** and/or **Safety Afloat** standards are to be followed. If climbing/rappelling is included, then **Climb On Safely** must be followed. At least one person must be trained in CPR from any recognized agency for **Safety Afloat** and **Climb On Safely**. At least one adult on a pack overnigher must have completed **Basic Adult Leader Outdoor Orientation (BALOO)**. At least one adult must have completed **Planning and Preparing for Hazardous Weather** training for all tours. The listed BSA training is valid for two years.

| Expiration date of commitment card/training (two years from completion date) | | | | | | | | |
|--|-----|------------------|--|-------|-------------------|---------------|--------------------|---------------------------|
| Name | Age | Youth Protection | Planning and Preparing for Hazardous Weather | BALOO | Safe Swim Defense | Safety Afloat | Paddlecraft Safety | Swimming and Water Rescue |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| Name | Age | CPR Certification Agency | CPR Expiration Date | First-Aid Certification Type/Agency | First Aid Expiration Date |
|------|-----|--------------------------|---------------------|-------------------------------------|---------------------------|
| | | | | | |
| | | | | | |

| Name | Age | NRA Instructor and/or RSO | |
|------|-----|---------------------------|-----------|
| | | No. _____ | No. _____ |

Rifle
 Shotgun
 Pistol (Venturing only)
 Range Safety Officer
 Muzzle-loading rifle
 Muzzle-loading shotgun

INSURANCE

All vehicles MUST be covered by a liability and property damage insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed and comply with or exceed the requirements of the country of destination for travel outside the United States. (It is recommended, however, that coverage limits are at least \$50,000/\$100,000/\$50,000 or \$100,000 combined single limit.) Any vehicle designed to carry 10 or more passengers is required to have limits of \$100,000/\$500,000/\$100,000 or \$500,000 combined single limit. In the case of rented vehicles the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle.

| KIND, YEAR, AND MAKE OF VEHICLE | NUMBER OF SAFETY BELTS | OWNER'S NAME | DRIVER'S LICENSE NUMBER | WILL EVERYONE WEAR A SAFETY BELT? | LIABILITY INSURANCE COVERAGE | | |
|---------------------------------|------------------------|--------------|-------------------------|-----------------------------------|------------------------------|-----------------|----|
| | | | | | LIABILITY | PROPERTY DAMAGE | |
| | | | | | Each Person | Each Accident | |
| | | | | | \$ | \$ | \$ |
| | | | | | | | |
| | | | | | | | |
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The local council may allow a list of the above information to be attached to or transmitted with the permit in order to expedite the process. Each unit may circle the names of the drivers for an event or an activity.

TRANSPORTATION GUIDELINES

1. You will enforce reasonable travel speed in accordance with state and local laws in all motor vehicles.
2. If by motor vehicle:
 - a. *Driver Qualifications:* All drivers must have a valid driver's license and be at least 18 years of age. **Youth Member Exception:** When traveling to an area, regional, or national Boy Scout activity or any Venturing event under the leadership of an adult (21+) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) no record of accidents or moving violations; (3) parental permission has been granted to leader, driver, and riders.

- b. If the vehicle to be used is designed to carry more than 15 people (including driver) the driver must have a commercial driver's license (CDL). In some states (including California), this guideline applies to 10 or more people.

Name: _____

CDL expiration date _____

- c. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops.
- d. Safety belts are provided, and must be used, by all passengers and driver. Exception: A school or commercial bus, when not required by law.
- e. Passengers will ride only in the cab if trucks are used.

OUR PLEDGE OF PERFORMANCE

1. We will use the Safe Swim Defense in any swimming activity, Safety Afloat in all craft activity on the water, and Climb On Safely for climbing activity.
2. We will use trucks only for transporting equipment—no passengers except in the cab. All passenger cars, station wagons, recreational vehicles, and cabs of trucks will have a safety belt for each passenger.
3. We agree to enforce reasonable travel speed (in accordance with national, state, and local laws) and use only vehicles that are in safe mechanical condition.
4. We will be certain that fires are attended at all times.
5. We will apply for a fire permit from local authorities in all areas where it is required.
6. We will at all times be a credit to the Boy Scouts of America and will not tolerate rowdiness or un-Scoutlike conduct, keeping a constant check on all members of our group.
7. We will maintain high standards of personal cleanliness and orderliness and will operate a clean and sanitary camp, leaving it in a better condition than we found it.
8. We will not litter or bury any trash, garbage, or tin cans. All rubbish that cannot be burned will be placed in a tote-litter bag and taken to the nearest recognized trash disposal or all the way home, if necessary.
9. We will not deface trees, restrooms, or other objects with initials or writing.
10. We will respect the property of others and will not trespass.
11. We will not cut standing trees or shrubs without specific permission from the landowner or manager.
12. We will collect only souvenirs that are gifts to us or that we purchase.
13. We will pay our own way and not expect concessions or entertainment from any individual or group.
14. We will provide every member of our party an opportunity to attend religious services on the Sabbath.
15. We will observe the courtesy to write thank-you notes to persons who assisted us on our trip.
16. We will, in case of backcountry expedition, read and abide by the Wilderness Use Policy of the BSA.
17. We will notify, in case of serious trouble, our local council service center, our parents, or other local contact.
18. If more than one vehicle is used to transport our group, we will establish rendezvous points at the start of each day and not attempt to have drivers closely follow the group vehicle in front of them.