



What are Unit Accounts and how can I set one up for my unit?

What is a unit account?

It's very simple! It is an account that the Council sets up for your unit. Funds are deposited into this account, and your unit designates individuals who are then authorized to utilize those funds for Scout Shop purchases, Camp fees, Council and District activities, or Registration and Boys' Life fees.

How can I set one up for my unit?

The unit must first complete a "Unit Account Authorization Form" which simply states who is authorized to access the funds. The Committee Chairman and Unit Leader (Cubmaster, Scoutmaster, Crew Advisor, or Post Advisor) of record must sign the form. (Those forms are available online at www.hoac-bsa.org or you can pick up one at the Council Service Center.) When funds are received in the name of your unit, they are receipted directly into your unit account.

Charges to unit accounts can only be made by authorized individuals. Authorization forms are in effect until the receipt of a new authorization form signed by the Unit Leader and the Unit Committee Chairman. Account balances are maintained on a perpetual basis. The council serves as "your bank" for these funds which can be expended only for the designated purposes.

If you have any questions feel free to call the Council Service Center at (816) 942-9333.