

Scouts WA

Welcome to your “Prepare for Census” guide for 2012.

The 2012 Branch Census and Membership fee payment will follow the same process as 2011. Simply add or deactivate members before 31st March and on the 1st April and the Group will be automatically billed for the Membership fees it owes to the Scout Association.

Pre-Census

Friday, 24th February 2012

GL/LICs will receive an electronic listing of all members registered to the Group as at Friday, 24th February. This will allow the GL/LIC to preview their current Group Membership listing as well as indicate the projected Membership renewal fee that will be charged to the Group for its members.

Friday, 16th March 2012

GL/LICs who have not accessed Scoutrak to update their Group records will receive a reminder letter asking them to complete the pre-Census preparation. District Commissioners will also be requested to follow up on Groups who, by this date have not reviewed their Census listing. Pre-Census preparation includes

- *Deactivating on Scoutrak those youth members who will not continue Scouting*
- *Registering new members who are not already on the listing*
- *Transferring those youth members moving to a new Scout Group*
- *Completing an M5 form either transferring or deactivating an adult member*

Please note that all M5 forms must be signed by the adult member being deactivated or transferred before it can be submitted to the Branch Office. All M5 forms MUST be received by the Branch Office by close of business Wednesday 28th March to allow processing prior to Census.

Saturday, 31st March 2012

By 31st March all GL/LICs will need to have completed the update of their youth and adult members

Census night

Sunday, 1st April 2012

Each GL/LIC will receive an invoice calculated on the number of youth/adults registered as members of the Group at midnight Saturday, 31st March. As of the 1st April all Membership fees will become due.



Membership fee payment

Friday, 18 May 2012

As of the close of business Friday, 18th May all Scouts WA Membership fees must be paid in full to the Scout Association.

Failure to pay the Membership fee by the 18th May will mean that those members who are not financial will no longer be considered a member of Scout Association, will not be able to participate in any Scouting activities and will not be covered by the Scouts WA personal accident policy.

Financial difficulties: In recognition of members families who may be experiencing financial difficulties a further 13 day grace period may be granted, on request, by the Chief Commissioner to help resolve the individual membership fee issues.

Thursday, 31st May 2012

Under the instructions of the Chief Commissioner, the Branch Office will write to the parent's/guardian's of youth members indicating that their child is no longer a member of Scouts WA and thanking them for the youth's involvement in Scouting. The letter will also indicate that if they believe they have paid their child's membership fee then they are to contact their GL/SIC immediately to rectify the error.

Monday, 4th June 2012

By Monday, 4th June, if any Group has failed to pay its Membership fee invoice or initiated a request for support from the Branch Office then under instructions from the Chief Commissioner, the Group will have an Administrator appointed to resolve it financial and Membership issues.

If you have any questions regarding the 2012 Census and membership fee payment process you can contact the WA Branch Membership Officer on 9480 4200. - **Remember help is only a phone call away**

At its October 2011 meeting the Board reviewed and approved the 2012 Branch Membership fees

Adult Members	2012 Membership fees
Leaders	\$145
Adult Supporters	\$42
All Office Bearers & Committee	\$34
Fellowship	\$34
Youth Members	
1 st family youth member	\$156
2 nd family youth member	\$125
3 rd family youth member	\$102
4 th or more family youth member	\$78