



## Troop KS-1199

### **RETURNING FAMILY CHECKLIST**

It is essential to keep your membership current for our Troop. You can review the status of Trailmen and Adults under My Profile in Trail Life Connect. You will start seeing reminders to Renew Your Membership on your Dashboard and a link under the membership field at approximately 45 days prior to expiration. If you have questions, please contact the Troopmaster (Darric Wright; [joinks1199@yahoo.com](mailto:joinks1199@yahoo.com); (913) 302-9331).

Check off the following requirements as you complete your annual renewal with our Troop:

- ADULT REGISTRATION RENEWAL** (parent). Registered Adults will renew annual registration and pay national fee of ~\$40 which covers insurance and periodic background screenings. You can also find a list of upcoming expirations on the bottom section of the Dashboard. These guides, [TLC Overview](#) and [TLC Features](#), from Trail Life USA will help navigate Trail Life Connect. **Registered Adult status is required to attend Troop meetings & Nav/Adv events.**
- YOUTH REGISTRATION** (each Trailman). From your Trail Life Connect dashboard, click the Profile button and then click the name to access your Trailman's record from the Household section. From the Profile Overview screen, the link will be available to Renew Membership (approx. 45 days before expiration). This step includes the national registration fee ~\$35 at which point your Trailman renews for another year as a member of the Troop!
- ADDITIONAL HOUSEHOLD INFORMATION.** We like to include moms or other legal guardians under the primary household registration. When this step is completed at the initial joining phase, it only needs to be reviewed for accuracy each year. We prefer these names be established with their own account. Review this [helpful guide](#) for more details.
- YOUTH MEDICAL FORM.** Please review and update the [Youth basic medical form](#) with copy of insurance card for each Trailman and bring to the next Troop meeting for the Troopmaster. The High Adventure form is only needed for Navigators/Adventurers participating in activities like Summer Adventure. We recommend saving this fillable form for quicker updates each year!
- ADULT MEDICAL FORM.** Please review and update the [Adult basic medical form](#) with copy of insurance card for any adults participating in off-site activities (e.g., Camping/Hiking/Etc) and bring to the next Troop meeting for the Troopmaster. The High Adventure form will be requested if adults participate in Nav/Adv Summer Adventure.
- TROOP DUES.** Please pay Troop dues and fees (see [Program Cost](#)). Payments due in September and January.
- TROOP UNIFORM.** Review Troop Uniform requirements (see [Troop Uniform](#)).
- TROOP CALENDAR.** Review and RSVP for upcoming Troop activities and meeting dates on calendar handout and Trail Life Connect. NOTE: You cannot RSVP or attend activities with an expired membership.

That's it! Congratulations on remaining On the Trail with KS-1199!

Our Troop grows primarily through word of mouth referrals and invitations! We encourage everyone to recruit families to join us.

**WALK WORTHY!**

