

A photograph of a Cub Scouts sign-up night event. A man in a blue shirt is cheering with his arms raised, holding a checkered flag. Other people in blue shirts are visible in the background, some holding flags. The scene is outdoors with a yellow and blue striped backdrop.

CUB SCOUTS SIGN-UP NIGHT



What is a Sign-Up Night?

A short and simple sign-up location to collect the application, make initial payment, and distribute a few key informational items to parents.



How do I run a Sign-Up Night?

To run a productive sign-up night, follow the suggestions below. By taking these steps, your event will be quick and easy which both volunteers and parents will appreciate!

Time: Sign-ups should take 15 minutes or less

When: Typically takes place in late August or early September. Should be coordinated with your school and your District Executive.

Setup: Ideally, 3 tables with at least 1 volunteer at each is needed.

- **Table 1:** Entry table to welcome guest, provide youth application, basic pack information and provide a few basic instructions.
- **Table 2:** This table would be a place for parents to fill out applications and ask questions.
- **Table 3:** A table for parents to turn in applications and registration dues.

Resources Needed:

- Applications (Youth & Adult)
- Parent Orientation Guides
- Basic Pack Calendar/Schedule
(a good opportunity to use the provided Parent Envelopes to organize basic pack info)
- Pens
- Welcome One Pager *(Use template provided)*

4 PARTS
To Join
Scout Night

BACK TO
SCHOOL/
OPEN HOUSE

SIGN-UP
NIGHT

WELCOME
NIGHT

MEETING
NIGHT



DAN BEARD COUNCIL, BSA
SERVING GREATER CINCINNATI & NORTHERN KENTUCKY