

ADV. CMTE'S WORKSHEET FOR CHECKING EAGLE NOTEBOOKS

UNIT: _____ NAME: _____ DOB: _____ Current Age: _____
 18 & 3: _____ 18 & 6: _____ Date Rec'd E Ntbk: _____
 From: _____ Is E App @ BAC: _____ Rec'd V E App: _____ If no, when: _____

Is either of these Letters needed and do you have it: Explanation – Yes No Extension – Yes No

<u>Is the following in the E Notebook:</u>	Comments	Do/Re-Do	Rec'd
Completed CD Worksheet: Yes___ No___	_____	_____	_____
Copy of E App: Yes___ No___	_____	_____	_____
Req. # 6: Yes___ No___	_____	_____	_____
Overall Project Report: Yes___ No___	_____	_____	_____
Final Signatures & Correct: Yes___ No___	_____	_____	_____
BAC Project Form: Yes___ No___ Hours: _____	_____	_____	_____
Income / Expense Report: Yes___ No___	_____	_____	_____
Money overage / short and how resolved: _____	_____	_____	_____
'Help Wanted' Flyers: Yes___ No___	_____	_____	_____
Receipts: Yes___ No___	_____	_____	_____
Donation Request Letter: Yes___ No___	_____	_____	_____
Pictures & Described Yes___ No___	_____	_____	_____
Thank You Notes: Yes___ No___	_____	_____	_____

LETTERS: UL Name: _____ Comments Letter: Yes___ No___
 Parents: _____ Yes___ No___ Employer: _____ Yes___ No___
 Religious: _____ Yes___ No___ Other: _____ Yes___ No___
 Educational: _____ Yes___ No___ Other: _____ Yes___ No___

Add'l Items: _____
 Good Items: _____
 Unit Adv Chair: _____ Date Contacted: _____ Phone or Email info: _____
 E Project: _____ Date E Notebook is finally complete: _____
 E Notebook has EBR Sign In Sheet: _____ E Notebook has 2 copies of Negative Board Form Letter: _____

FOR DISTRICT REPS: Your Name: _____
 Date UAC contacted to set up EBR: _____ Results of contact: _____
 Date called library or went on line: _____ Results of inquiry: _____
 Date, Location, time, for EBR: _____ Date re-contacted UAC: _____

Remind of: 2-5 adults, Blank Adv Report, Yth in uniform w/ BS Handbook (no OA sash), SM/rep to intro yth
 Adv Cmte WS 4 Checking E Notebooks 3/8/2005