

APPLICATION FOR MERIT BADGE

- Name _____
- Address _____
- City _____
- Email _____
- Is a registered
- ☐ Scout ☐ Venturer ☐ Sea Scout
- of _____ No. _____
- Troop, crew, ship
- District _____
- Council _____
- I have discussed this merit badge with this scout and recommended at least one merit badge counselor.

Signature of unit leader _____ Date _____

Leader's Email _____

-  BOY SCOUTS OF AMERICA®
34124

[illegible]

To use this electronic blue card, we suggest the following process:

- 1) The Scoutmaster contacts the Scoutmaster to request a blue card.
- 2) The Scoutmaster, using Adobe Acrobat Reader, fills out the full right side of the first page including a digital signature and the left side of the second page down through the email address of the counselor (from the council provided merit badge counselor list or from ScoutBook), and saves the document. The document name might include the Scout's name, merit badge, and troop number to make each unique such as Doe John First Aid 123.pdf.
- 3) The Scoutmaster emails the filled-out document to the Scout and to the merit badge counselor.
- 4) The Scout works with the merit badge counselor on the merit badge. As always, the Scout must have a buddy at all meetings with the counselor. For electronic meetings (Zoom, Facetime, Google Handouts, etc.) each Scout must have a buddy, such as a parent or sibling, with them.
- 5) When the Scout finishes the merit badge, the counselor uses Adobe Acrobat Reader to electronically sign the card in two places, fills in the date completed, and records any remarks for their records. For partials, the counselor does not sign the card but fills out the center part of the first page. The counselor saves the document and should keep this for their records (printed or electronic).
- 6) The counselor emails the updated document to the Scout and the unit leader (emails are on the blue card).
- 7) The unit leader uses Adobe Acrobat Reader to electronically sign the center of the second page and emails the document to the Scout for their records and to the unit's record keeper who prints the document, records the merit badge in Scoutbook or other records, and records on the unit's copy when it has been recorded and presented.

- The applicant has personally appeared before me and
- demonstrated to my satisfaction that all requirements
- have been met for the (please print)

- _____
- Merit Badge

- _____
- Name of Counselor

- _____
- Address of counselor

- _____ City _____ Zip Code

- _____
- Telephone number of counselor

- _____
- Email address of counselor

- _____
- Signature of counselor _____ Date

- Checked and recorded:

- _____
- Date _____ Initials

- Date certificate and badge presented: _____
- _____
- Date

- **Applicant will turn this portion to his unit leader
- for record posting.**

APPLICANT'S RECORD

- Name _____

- has given me this completed application for the

- _____
- Merit badge

- Completed on _____ by _____
- Date

- _____
- Signature of counselor

- _____
- Signature of unit leader

- **NOTE TO SCOUT, VENTURER, OR SEA SCOUT:**
- Retain this copy for your permanent records.

COUNSELOR'S RECORD

- Applicant _____

- ☐ Troop

- ☐ Crew Unit number _____

- ☐ Ship

- _____
- Merit Badge

- Date completed _____

- Remarks:

- **It is suggested that the counselor keep this
- record in case any question is raised later in
- regard to this award.**