



SCOUTS AUSTRALIA INSTITUTE OF TRAINING

APPLICATION FOR RE-ISSUE OF ACTIVITY LEADER'S ID CARD

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|---|--------------------------------------|
| Title: (Mr/ Mrs/ Miss/ Ms/ Dr) | Surname: |
| First Given Name: | Second Given Name: |
| Scout Code: <i>Not Applicable</i> | Registration Number: |
| Date of Birth: / / | Group Name: |
| Qualification(s) to be renewed: | Course Code(s): |

Summary of Evidence Supplied: (eg; Log Book, Interview, 3rd Party Reference)

[] *First Aid [Mandatory];*.....

Above details verified:

| | |
|---|---|
| Date ID Card Updated & Issued: / / | Expiry Date (3 years hence): / / |
| Approved: Branch Activity Leader: | |

Procedural Notes:

- (i) This Application will be sent direct to the Activity Leader on expiry of qualification.
- (ii) Activity Leader **must** complete and return (together with Evidence of Activity Participation), direct to the relevant **Branch Activity Leader**.
- (iii) **Branch Activity Leader** verifies evidence and if satisfied, signs the completed Application and issues another ID card to expire 3 years hence.
- (iv) **Branch Activity Leader must immediately** notify BHQ by submitting the “Adventurous Activity Triennial ID Card Re-issue – BHQ Records Update Advice”.
- (v) **Branch Activity Leader must** retain this Application plus the evidence provided to justify Re-issue of the ID card.