

## Confidential Troop 502 Scout Data Collection Form

Scout Information			
First, Middle & Last Name		Nickname (if any)	School
Home Address		Mailing Address (if different)	
Personal Email Address (if any)		Date of Birth	Social Security No. <sup>1</sup>
Home Phone	Cell Phone	Other Phone(s) (Describe)	
Date Joined T502	Cub Scout Membership Dates (From and To) (if applicable)	Highest Cub Badge and date Arrow of Light awarded (if applicable)	Current Boys Life Subscription? (Y/N)
Non-Parental Emergency Contact (Name, Phones, Relationship)		Physician (Name, Phone, Practice Name)	
Medical Insurance Information (Company, policy no., membership no., claims phone no.)		Medical/Behavioral Alerts (Allergies, mandatory medications, behavioral conditions, disabilities) <sup>2</sup>	
Prior Boy Scout Membership? (From and To dates, Unit #, Council, rank)			

Parental Information <sup>3</sup>	
Father	Mother
Name	Name
Guardian/Legal Custody? (Y/N) <sup>4</sup>	Guardian/Legal Custody? (Y/N) <sup>4</sup>
Email Address(s)	Email Address(s)
OK to use for Troop mailings? (Y/N) <sup>5</sup>	OK to use for Troop mailings? (Y/N) <sup>5</sup>
Work Phone <sup>6</sup>	Work Phone <sup>6</sup>
Cell Phone <sup>6</sup>	Cell Phone <sup>6</sup>
Other Phones/Pagers (identify) <sup>6</sup>	Other Phones/Pagers (identify) <sup>6</sup>
Drivers License No/State <sup>7</sup>	Driver's License #/State <sup>7</sup>
Employer	Employer
Occupation	Occupation
Social Security No. <sup>1</sup>	Social Security No. <sup>1</sup>

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Family Information					
Vehicle 1 <sup>7</sup>			Vehicle 2 <sup>7</sup>		
Make	Model	Year	Make	Model	Year
# of Seat Belts	License No.	Insured? (Y/N)	# of Seat Belts	License No.	Insured? (Y/N)
Vehicle 3 <sup>7</sup>			Vehicle 4 <sup>7</sup>		
Make	Model	Year	Make	Model	Year
# of Seat Belts	License No.	Insured? (Y/N)	# of Seat Belts	License No.	Insured? (Y/N)
Brother/Sisters (Names, ages) <sup>8</sup>			Other Remarks or Instructions (if any)		

**Notes:**

1. Social Security numbers are maintained in a separate file for privacy reasons. They are not entered in TroopMaster, the software the Troop uses to maintain its records and its reports. They are not accessible through the Troop's website.
2. Please be candid and complete in all areas. It is particularly important that the Troop leadership know emotional issues that may result from ADD, ADHD, divorce or separations. This information is divulged to adult leaders only as necessary, but we need it to be sure we react properly in the event of a problem. It will not be used to stigmatize your child in any way.
3. If the parents are not living together, please use the "Other Remarks or Instructions" section to indicate which parent the Scout normally lives with, as well as the address of the other parent. If there are any special mailing requirements arising from the separate residences, please indicate them there as well.
4. If both parents share custody, please indicate "yes" for both. The Troop may elect to release the Scout only to a parent who has legal custody unless otherwise provided in the "Other Remarks or Instructions" section. In the case of married parents living together, both parents automatically have joint custody.
5. We will always send emails to the Scout's personal email address if he has one. We will also send emails to one or both parental email addresses as indicated. We must always have at least one email address to which we may send email messages.
6. It is important to provide (and identify) all useful phone numbers for both routine and emergency contacts including alternate work and unlisted home numbers, pager numbers, voice mail numbers, and cellular telephone numbers. Please indicate any numbers that are not to be used except in case of an emergency. Only the Scout's numbers will be given to other Scouts; the remaining numbers are for adult leader use only.
7. List the vehicles most likely to be used for Scout trip as vehicles no. 1 and 2. This information is required by the BSA in order to permit you to help drive for a Scout outing. We use this information to automatically prepare trip permits for our outings, and it is important that we have it in our database.
8. If brothers or sisters are also in Scouting outside of T502, please indicate where and their rank.