

Each scout would need to fill in his name and the contact information number before printing out to distribute.

- A couple of weeks prior to the flag holiday, the scout goes door to door to sell subscriptions. Payment can either be made by cash or check for the scout to pick up, or ordered online.
- If the online link is used from the form, the subscriber would choose the scout's name from the drop-down box. When they hit "submit" it opens PayPal where their online payment would go directly into the Troop PayPal account.
- An email confirming the order would go to the admin of the Troop PayPal account, who would need to forward that subscriber's address to the appropriate scout.
- Payments received in person should be made payable to Troop 925.
- Of the \$40 subscription, \$15 goes into the troop's general fund for supplies. The other \$25 gets credited to the individual scout account.
- Scouts and their families would be responsible for tracking their own routes. (We have a spreadsheet available to use for that.) They would also be responsible for storing their own flags between holidays. Regular maintenance days can be scheduled to replace worn flags and poles for new subscriptions.
- Subscriptions are renewable a year from the first holiday that the service was provided. (i.e. if you sell a new one on Memorial Day, they renew again before Memorial Day in 2019.) That way the scout is going out several times during the year to get new subscriptions to build his route.
- If a scout is unable to service one of the houses on his route for one of the holidays, he is responsible for getting another scout to put the flag out for him. It's nice to offer payment (of say \$5 per house) to that scout for covering for him.

Material Needed Per Flag:

1. 3/4 inch X 10 ft metal electrical conduit.
2. 3 ft X 5 ft American Flag
3. 
4. Four Heavy Duty Tie Wraps.
5. 1 inch X 1 ft PVC Pipe.
6. One can spray paint to mark the curb.

Once a Flag subscription is sold to a household. The Scout will ask the owner where in the yard can the Scout drill the hole in the soil and install the PCV pipe. Please make note of where you put this hole and PVC. You will need to find this six times a year. You can draw a map or mark the curb with paint if the owner is ok with the paint on their curb. Once the PVC is installed, you are ready to display your flag.