



Risk Management Notebook

Section 28: Tour Permits FAQ

The term "tour permits" refers to the following two items:

- [Local Tour Permit](#) (No. 34426D)
- [National Tour Permit](#) (No. 4419C)

These items are available from Supply Division, or may be downloaded as PDF files by following the links above.

WHY A TOUR PERMIT?

The single highest number of injuries and fatalities in the United States and Scouting are caused by motor vehicle accidents.

A tour permit that has been filed with and approved by the local Scout Council prior to the activity registers the activity as an official Scouting activity. BSA's insurance coverage only applies to official Scouting activities.

Reinforces driver requirements and insurance requirements and encourages routine maintenance checks on vehicles prior to the trip.

WHAT IS THE PURPOSE OF TOUR PERMITS?

Provide the Scout executive with information regarding unit outings and trips - i.e. - a tour permit helps you know "what is going on".

Reinforces leader requirements, especially in regards to Youth Protection, transportation, and aquatic activities. **Make sure current forms are used.**

Can provide information necessary to locate a troop or post if an emergency arises and lets the council know point of contact when an emergency situation develops.

In summary tour permits re-enforce planning, safety, and two-deep leadership.

WHY IS IT IMPORTANT TO FILE THE TOUR PERMIT TWO WEEKS IN ADVANCE?

The two-week (in advance) filing requirement helps ensure that trips are well planned. Because of the large number of tour permits filed, late/rush filings cause delays for those who file promptly.

If there are concerns with a tour permit, the two-week filing requirement allows time for correction avoiding cancellation of the trip.

WHAT ACTIVITIES REQUIRE A NATIONAL TOUR PERMITS APPLICATION?

For tours or trips 500 miles or over one way, a National tour permit application is required.

WHAT ACTIVITIES REQUIRE A LOCAL COUNCIL TOUR PERMIT APPLICATION?

For tours and trips under 500 miles one way, the local council establishes the guidelines for when a tour permit is required. Local Scout councils are aware of their geography and their need related to tour permits.

It is not necessary to require tour permits for all activities. Doing so can cause the process to become meaningless with the Scout leaders no longer using the permit as a planning and safety tool and the local council unable to carefully review all permits received.

Most short, in-town den trips of a few hours do not require a tour permit; however, it is recommended that dens obtain permission slips from parents.