



Club Registration Packet

Club Registration Fee - \$50.00/year, payable to "USATF-Three Rivers"

REGISTRATION DEADLINE: Renewals Only– April 15, 2007

**ALL FORMS INCLUDED IN THIS PACKET MUST BE COMPLETED AND RETURNED WITH FEE
FAILURE TO COMPLETE ALL FORMS WILL RESULT IN A DELAY IN YOUR CLUB REGISTRATION
AND NULLIFY YOUR PRACTICE LIABILITY INSURANCE**

- **\$100.00 Late fee for all RENEWAL Registrations between April 15 and Sept 1, 2007**
- **New clubs must be registered by May 31, 2007 in order to compete as a team in the Three Rivers Association Championship Meet in June.**

◆ Organizational Membership Application

- Complete all appropriate areas
- Be sure the contact person listed is the person you want to receive all correspondence for your club. Please print legibly.

◆ Club Practice Schedule

- List ALL club practices with location and time
 - **(only practices dates and time listed will be covered for liability insurance)**
- This form needs to be completed even if you do not require a certificate of insurance
- **Request for 3rd Part Certificate of Insurance**
 - **\$15.00 Fee per certificate**
 - This section only needs to be completed if the facility you practice at requires proof of insurance.
 - Club practice schedule & coaches resume **MUST** be completed for certificate to be issued
 - **This certificate takes time to process** – be sure you submit it early enough so your facility has a copy when your practices begin.

◆ Coaches/Volunteer Registration Form

- **All coaches/volunteers must have a 2007 USATF Membership #**
- **All coaches/volunteers working with youth athletes must complete this form**
- **See additional information included on Required Background Screening**
- Liability insurance will only cover practices for coaches/volunteers who submit a resume
- This form needs to be completed even if you do not require a certificate of insurance

◆ Club By-Laws (not included)

- For those clubs currently without by-laws, contact me for a sample set to use either as a fill-in-the-blank or as a basis to construct your own.

◆ Completed club registration forms and fees should be submitted to:

Cindy Long, 109 Evans Drive, McMurray, PA 15317

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\$100 LATE FEE (IN ADDITION TO \$50 REGISTRATION FEE) AFTER APRIL 15