

## **USA TRACK & FIELD AUTHORIZED ATHLETE REPRESENTATIVE APPLICATION AND AGREEMENT**

I, \_\_\_\_\_, hereby apply for certification as a USA Track & Field  
(Full Name)  
(USATF) Authorized Athlete Representative pursuant to Regulation 16 of the USATF  
Governance Handbook (“Regulation 16”).

Before making and signing this application, I have read Regulation 16 governing USATF Authorized Athlete Representatives, a copy of which is available on the USATF website, and which is incorporated herein by reference. I agree to be bound by and conform to the aforementioned Regulation.

I ask that my answers to the following questions be considered as part of this application. I understand that absolute and complete candor is required. I agree that any false, misleading or incomplete statement in an answer on this Application can result in denial or revocation of my registration with USATF as an Authorized Athlete Representative.

I understand that this Application and the answers, statements and information I provide are designed to benefit the Athletes and USATF by helping to ensure qualified representation. I unconditionally agree that the information contained herein can be maintained and used by USATF in performing its functions and can be provided by USATF to individual Athletes and meet organizers.

I understand that only those persons certified by USATF will be permitted to represent Athletes in performing services referenced in Regulation 16.

I understand and agree that every contract for the performance of services that I enter into with an Athlete (including any modification, extension or renewal of an agreement) shall be in writing.

If granted certification, I will save and hold harmless USATF, its Associations and their respective Officers, employees and representatives from any liability whatsoever resulting from my acts of commission or omission in providing services to any Athlete, including in connection with individual compensation negotiations with any entity or in connection with any subsequent enforcement of such individual contract.

If the certification I seek is denied or is later revoked or suspended pursuant to Regulation 16, I agree that the exclusive forum for any action to attempt to redress the denial, revocation or suspension shall be the dispute resolution procedure set forth in Regulation 16. Further, I agree that the exclusive forum for any action arising out of any complaint made by an athlete against me or any complaint that I may make against an athlete or any dispute between USATF and me (including with respect to the payment, non-payment or delayed payment of money) shall be the dispute resolution procedure set forth in Regulation 16.

I agree to be bound by and to follow the rules, regulations and laws applicable to USATF.

In consideration for being accorded the potential opportunity to obtain certification status, I further agree that this application and the certification, if one is issued to me, along with the USATF rules and regulations, shall constitute a contract between USATF and me.

I agree to pay USATF for the registration fee reasonably assessed for Authorized Athletes' Representatives.

I understand that I am required to fully and properly complete this Application and that my failure to do so prior to the Application filing deadline may result in denial of my Application.

I also agree that if any changes occur in any answer to any of the questions in the application, I shall file an amended answer with USATF in a prompt manner and in no event not to exceed Sixty (60) days from the time of the change in the answer.

I hereby authorize USA Track & Field, Inc., or its agent, to conduct a confidential criminal background investigation on me, as a pre-condition to its authorization for me to serve as a USATF Authorized Athlete Representative in the sport of track and field. I will cooperate fully with USATF and the company/agency that conducts the background search, and will provide any additional information requested, if needed to complete the investigation of me.

**ALL QUESTIONS MUST BE ANSWERED COMPLETELY AND CLEARLY.**

If space provided is not sufficient, attach additional information on a separate sheet and clearly identify the item number the additional sheet(s) represents.

**1. Contact Information**

(Please provide in this space the information you would like USA Track & Field to use in contacting you.)

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**2. Business Information**

(Please provide in this space the information that you would like for USA Track & Field to post on its Web site about you and your business.)

**Business Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Web site:** \_\_\_\_\_

**Business Motto:** \_\_\_\_\_

**3. Personal Data**

a. Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

b. Home telephone: \_\_\_\_\_

c. Driver's License Number: \_\_\_\_\_ License State: \_\_\_\_\_

d. Social Security Number: \_\_\_\_\_

e. Have you ever been known by any other name or surname?

Yes  No If yes, state all names used and when used, including a maiden name or any other married names:

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b. Colleges or Universities attended:

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(school)	(city & state)	(dates attended)	(degree)
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(school)	(city & state)	(dates attended)	(degree)
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(school)	(city & state)	(dates attended)	(degree)
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c. High school attended:

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(school)	(city & state)	(dates attended)	(degree)
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d. If you have not received a degree from an accredited four year college/university and a post-graduate degree from an accredited college/university, list below the negotiating experience you wish USATF to consider in lieu of a college and post-graduate degree. This may include courses or seminars that you have taken that are relevant to work as an Authorized Athlete Representative, including topics such as contracts, contract negotiations or intellectual property.

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5. Employment Status & Business Structure

a. I am currently: (check one)

**Employed by:**

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(name of employer)	(address)	(telephone)
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(dates of employment)

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(nature of employment)

**Self-employed:**

b. If self-employed, state the nature and location of your business:

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- c. Please list below the names of employers, their addresses, telephone numbers, positions held, and dates of all your employment for the past ten (10) years (use additional pages if necessary).

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- d. For each business, firm or organization with which you are presently affiliated, identify the office (including address and telephone number) at which the business of representing professional Athletes is customarily conducted. If there is more than one location, designate principal office:

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- e. For each such business, firm or organization, state whether it is a sole proprietorship, corporation, partnership, or other entity (specify):

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- f. Identify each person who (a) has a significant ownership interest in your firm or organization; (b) has wholly or partially financed your firm or organization (other than financing or credit extended in the ordinary course of business by lending institutions); or (c) directly or indirectly exercises or has the power to exercise a controlling influence over the management of your firm or organization:

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- g. Describe fully the nature of each of your businesses, firm(s) or organization(s):

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- h. With respect to your present business, list each person engaged in the representation of the Athlete(s) and their area of specialty, if any:

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- b. List the names of all Coaches, professional employees of any member Federation, USATF, or meet organizer that you have represented in the past in individual contract negotiations:

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- c. Apart from athletics, list any other sports you currently represent or have previously represented any individuals, state whether you have been approved or certified as an Authorized Athlete's Representative in such sport (and the date of approval) and for each such sport specify the number of Athletes you currently represent:

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- d. Elaborate any further involvement in athletics (personal athletic achievements, coaching, event organization experience of representing Athletes):

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- e. List any affiliation to governing bodies, particularly in relation to athletics, including the organization of athletic meetings:

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- f. Do you hold any official or elective positions within the governing body of the member Federation or the USATF, \_\_\_\_\_ If Yes, please supply details:

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**7. Services and Fee Arrangements**

- a. What services does your firm provide to Athletes? (Place a check next to each service provided)

- |   |   |
|---|---|
| <input type="checkbox"/> Contract Negotiation   | <input type="checkbox"/> Estate Planning          |
| <input type="checkbox"/> Litigation/Arbitration | <input type="checkbox"/> Tax Planning             |
| <input type="checkbox"/> Financial Planning     | <input type="checkbox"/> Appearances/Endorsements |
| <input type="checkbox"/> Investment Counseling  | <input type="checkbox"/> Other Services (explain) |

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- b. If you do not provide services in one or more these areas do you make referrals or otherwise assist the Athlete in securing such services? If so, describe what you do in this regard (include name and address of each individual/firm to which you customarily refer Athletes for each such service):

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Do you receive a commission or a fee for such referral? Please describe:

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- c. With respect to the areas in which you do not provide services, do you: (a) have an ownership interest in; (b) wholly or partially finance; or (c) directly or indirectly exercise a controlling influence over any firm or organization that does provide such services? Describe:

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If so, list the name and address of each firm or organization, the services it provides, and a detailed explanation of your relationship to and/or involvement with it (including financing relationships):

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- d. Do you have an agreement, understanding or referral relationship of any kind with any individual, firm or organization pursuant to which such individual, firm or organization solicits or encourages Athletes to use your services? \_\_\_\_\_

Do you provide any compensation or other consideration to such individual, firm or organization? \_\_\_\_\_

If so, explain fully, including the name and address of each person, firm or organization:

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- e. Do you handle and/or manage money or assets (including funding) for your Athlete clients? \_\_\_\_\_ Are you bonded? \_\_\_\_\_ If Yes, you must be bonded in the amount equal to the assets you handle. Please provide below the details, amount of the bond, the name and address of surety or bonding company. As well please enclose a copy of same with your application. Failure to do so will result in your application being returned.

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- f. Has any surety or any bond on which you were covered been required to pay any money on your behalf? \_\_\_\_\_  
If so, describe the circumstances and dates:

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- g. Do you or any affiliated organizations or persons listed above receive any fees, commissions, rebates or other compensation other than as paid directly by an Athlete as a result of:
- i. the Athlete purchasing any securities or funds (stocks, bonds, mutual funds, etc.)? \_\_\_\_\_;
  - ii. the Athlete purchasing any form of insurance (disability, life, casualty, etc.)? \_\_\_\_\_;
  - iii. the Athlete making any endorsements, appearances or other licensing arrangements? \_\_\_\_\_.

If so, do you receive any other compensation as a result of your representation of the Athlete?

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Are these additional forms of compensation fully disclosed to the Athlete? \_\_\_\_\_  
In writing? \_\_\_\_\_ Are these additional forms of compensation deducted from the fees you charge?

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**8. Legal - Lawyers and Law School Graduates ONLY**

- a. Name all jurisdictions and courts in which are you are admitted to practice law. Include dates of admission, attorney registration number, and status (e.g. active, inactive, nonresident, suspended, etc.)

Jurisdiction	Date of Court Admission	Attorney Registration	Status

- b. Have you ever been denied admission to the practice of law in any jurisdiction (other than for failure of bar examination) or been denied access to the bar exam of any jurisdiction? (If so, provide a detailed explanation of the reason you were denied and the name of the jurisdiction in which you were denied.)  
 **Yes**  **No**

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- c. Provide the name, location and dates of admission of each bar association of which you are or have been a member.

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- d. Do you have any Applications for Bar admission currently pending?  
 **Yes**  **No** If yes, please state where you have applied and the status of that Application:

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e. Have you ever been disbarred, suspended, reprimanded, censured, or otherwise disciplined or disqualified as an attorney, as a member of any other profession, or as a holder of any public office?

**Yes**  **No** If yes, please describe each such action, the dates of occurrence, and the name and address of the authority imposing the action in question:

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f. Are any charges or complaints currently pending against you regarding your conduct as an attorney, as a member of any profession, or as a holder of public office?

**Yes**  **No** If yes, please indicate the nature of the charge or complaint and the name and address of the authority considering it:

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g. Has your right to practice before any governmental office, bureau, agency, commission, etc., ever been restricted, suspended, withdrawn, denied or terminated?

**Yes**  **No** If yes, please explain fully:

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**9. All Applicants**

(Lawyers and law graduates need not repeat answers given in Section 4 pertaining to your status as a lawyer or law graduate when providing answers in this Section. For example, if a lawyer is also a CPA, answer these questions only as they relate to your status as a CPA.)

a. Are you a member of any business or professional organization which directly relates to your occupation or profession?

**Yes**  **No** If yes, please list:

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- b. Please list any occupational or professional licenses or other similar credentials (i.e., Certified Public Accountant, Chartered Life Underwriter, Registered Investment Advisor, etc.) you have obtained other than college or graduate school degrees, including date obtained.

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- c. Have you ever been denied an occupational or professional license, franchise or other similar credentials for which you applied?  
 **Yes**  **No** If yes, please explain fully:

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- d. Do you currently have pending any application for an occupational or professional license, franchise or other similar credentials?  
 **Yes**  **No** If yes, please describe and indicate status of each such application:

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- e. Have you ever been suspended, reprimanded, censured, or otherwise disciplined or disqualified as a member of any profession, or as a holder of any public office?  
 **Yes**  **No** If yes, please describe each such action, the dates of occurrence, and the name and address of the authority imposing the action in question.

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- f. Are any charges or complaints currently pending against you regarding your conduct as a member of any profession, or as a holder of public office?  
 **Yes**  **No** If yes, please indicate the nature of the charge or complaint and the name and address of the authority considering it:

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- g. Has your right to engage in any profession or occupation ever been restricted, suspended, withdrawn, or terminated?  
 **Yes**  **No** If yes, please explain fully:

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- h. Are you registered or have you applied to be registered pursuant to any state statutes regulating athlete representatives?  
 **Yes**  **No** If yes, please list which state(s) and status of registration.

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**10. Additional Legal - All Applicants**

- a. Have you ever been charged with, indicted for, convicted of, or pled guilty or pled no contest to a criminal charge, other than minor traffic violations (\$400 fine or less)?  
 **Yes**  **No** If yes, please indicate nature of offense, date of conviction, criminal authority involved, and punishment assessed. It is necessary that you provide an official record of the criminal charge:

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- b. Have you ever been a defendant in any civil proceedings in which allegations of fraud, misrepresentation, embezzlement, misappropriation of funds, conversion, breach of fiduciary duty, forgery, professional negligence, or legal malpractice were made against you?  
 **Yes**  **No** If yes, please describe fully and indicate results of the civil proceeding(s) in question:

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- c. Have legal or administrative proceedings ever been initiated against you by any Athlete's Association, National Federation, meeting organizer or USATF for any reason? \_\_\_\_ If Yes, please describe fully and indicate the results of the civil or administrative action in question:

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- d. Has any Athlete with whom you have been associated as an Athletes' Representative been found to have violated any of the anti-doping regulations of any National Federation, National Olympic Committee or USATF during the time of such association?  
 **Yes**  **No** If yes, please describe:

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- e. Has any Athlete with whom you have been associated as an Athletes' Representative been found to have violated any of the betting regulations of any state, province, country, National Federation, National Olympic Committee or USATF during the time of such association?  
 **Yes**  **No** If yes, please describe:

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- f. Have you ever initiated legal or administrative proceedings against any Athlete for any reason?  
 **Yes**  **No** If Yes, please describe fully and indicate the results of the legal or administrative action in question:

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- g. Have you ever had any legal proceedings initiated against you by any athlete's association, national Federation, meeting organizer, USATF or IAAF for any reason, including with respect to violation of anti-doping rules or regulations?  
 **Yes**  **No** If Yes, please describe fully and indicate the results of the legal or administrative action in question:

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- c. Have you ever been adjudicated insane or legally incompetent by any court?  
 **Yes**  **No** If yes, please provide details:

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- d. Were you ever suspended or expelled from any college, university, graduate school, or law school?  
 **Yes**  **No** If yes, please explain fully:

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e. Has any surety or any bond on which you were covered been required to pay any money on your behalf?

**Yes**  **No** If yes, please describe circumstances:

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f. Are there any unsatisfied judgments of continuing effect against you (other than alimony or child support)?

**Yes**  **No** If yes, please provide full details:

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g. Have you ever been declared bankrupt or been an owner or part owner of a business which has declared bankruptcy?

**Yes**  **No** If yes, please provide full details:

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**11. Relationships with Owners**

a. Do you, your corporation or any other business or related entity you have an interest in or anyone else in your firm or organization, have a proprietary interest in any professional sports team or in any meet organizing group?

**Yes**  **No** If yes, please provide full details:

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b. Are you now, or have you ever been, a partner or joint investor in any enterprise with a principal owner or officer of any professional sports team or in any meet organizing group?

**Yes**  **No** If yes, please provide full details:

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c. Excluding Athletes, do you or anyone else in your firm or organization currently represent any partner, stockholder, management official, or other employee (including, but not limited to, meet organizers, employees, member Federations or employees, coaches, office personnel, managers, coaches) associated with any member Federation or the USATF in any capacity, for any purpose?

**Yes**  **No** If yes, please provide full details:

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d. If you are a lawyer, do you, or any member of your law firm, serve as counsel to USATF or any meet organizer or affiliated entity? If so, describe fully:

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**12. References**

- a. Please list below the names, addresses and telephone numbers of at least three (3) persons, not related to you, who have know you for at least the last five (5) years and who can attest to your character. (Names of officers, authorized athletic representatives, or staff members of any National Federation or the USATF may not be used.)

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**USATF's Authorized Athlete Representatives will receive the following benefits:**

- USATF's *Directory*, *Competition Rules*, and *Elite Athlete Handbook*
- Mailings of USATF's *Elite Beat*
- Annual USATF membership (please complete enclosed membership form)
- Listing in USATF's *Media Guide* and *Elite Athlete Handbook*
- USA Indoor Championships – Credential, heat sheets and results, shuttle bus access
- USA Outdoor Championships (or, if applicable, Olympic Trials) – Credential, heat sheets and results, shuttle bus access
- Eligibility to purchase VIP package at both USA Indoor and USA Outdoor Championships
- Mailing of registration materials for USATF's Annual Meeting
- Other mailings (agent newsletter, hotel reservation notices, Athlete Support Program info, etc.)

Please return this form signed and dated and the completed athlete form with payment in the form of a check, money order or **VISA** payable to USA Track & Field.

**For VISA**, please include your account number and expiration date.

Account # \_\_\_\_\_ Expiration date: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

