



## BC SNOWBOARD ASSOCIATION

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### Step by Step Outline for Club and Activity Sanctioning August 1, 2011 (Allow 2 weeks for processing)

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This is a step by step outline to becoming a member (sanctioned) Club of BC Snowboard Association (BCSA) and Canadian Snowboard Federation (CSF). As a member Club you are supporting the continuous development of the sport of snowboarding in BC and Canada and receive support in developing snowboard programs and competitive snowboarding within your Club.

Please refer to these additional documents, available from BCSA and online at [www.bcsnowboard.com](http://www.bcsnowboard.com):

- Club Registration Procedure (August 1, 2011)
  - Activity Sanction Procedure (August 1, 2011)
  - Club Sanctioning, Event Sanctioning and Insurance Information (August 1, 2011)
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#### STEP 1 – CLUB REGISTRATION and ACTIVITY SANCTION

- Complete the **“Club Registration and Activity Sanction Application”** available from BCSA and online at: [www.bcsnowboard.com](http://www.bcsnowboard.com)
- Send completed form (with payment as set out in Application) to BCSA
- Provide the club information requested (not all information will be relevant to your Club)
- Provide the coach and officials information requested

#### STEP 2 – ACTIVITY INFORMATION

- List all activity information on **“Club Registration and Activity Sanction Application”**
  - List all snowboard related activity, on and off the snow, that your athletes will be participating in this season, ie: training (dry land and on-snow), all competitions, fundraisers, banquets, etc.
  - Attach detailed calendar or list that includes all necessary details, ie: dates, venues, etc.
  - List all events that your Club will be hosting this season, ie: RBC Riders Programs, Slopestyle, HalfPipe or Snowboard Cross events
  - Provide the technical delegate, officials, course builder information requested for events
- If activities (or events) change or are added after your initial application, complete the **“Changes To or Additional Activity Sanction Application”**

#### NOTE:

- If any of your athletes or coaches are travelling out of country, there is a separate **“Out of Country Sanction Request”** form that must be completed for each trip. Request form can be found at: [www.canadasnowboard.ca/en/ms/docs/](http://www.canadasnowboard.ca/en/ms/docs/)

### STEP 3 – MEMBER REGISTRATION (all participants within your Club)

- **All members** of your Club must be current members of CSF and hold a BCSA license, including:
  - Athletes
    - Entry level participants (RBC Riders/training programs) – Basic License
    - Regional or local level events – Basic License
    - Provincial and National level competitors – Advanced License
    - FIS level competitors – Advanced License
  - Officials, Judges and Volunteers – Basic License **and** Officials License or Judge License
  - Coaches – Basic License **and** Coach License
- Memberships are purchased online at [www.canadasnowboard.ca](http://www.canadasnowboard.ca) under ‘Member Services’
  - CSF Membership is purchased first
  - Then the appropriate BCSA License
  - BCSA can provide confirmation of membership if requested

### NOTES

- All members can purchase athlete insurance under the Sport Accident Insurance Program (SAIP). Details can be found at: [www.canadasnowboard.ca](http://www.canadasnowboard.ca) under Member Services.
- Athletes attending events or activities outside of Canada MUST apply for the appropriate level of insurance with SAIP.
- Athletes can purchase FIS licenses online at [www.canadasnowboard.ca](http://www.canadasnowboard.ca)
- Coaches must have CSCP training and a current Coach License. Details can be found at: [www.canadasnowboard.ca/en/coaching/license/](http://www.canadasnowboard.ca/en/coaching/license/)
- Officials Courses and information can be found at: [www.canadasnowboard.ca/en/dev/officials-judges/officials/](http://www.canadasnowboard.ca/en/dev/officials-judges/officials/)

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Let me know I can assist you with any piece of this or if you have any questions or comments,

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