

## Verified Club Application Form

### A) ORGANIZATIONAL INFORMATION

Name of Organization (Club, Facility, Group, Association): \_\_\_\_\_

\_\_\_\_\_

Municipality: \_\_\_\_\_

Province: \_\_\_\_\_

Publicly shared email address of Organization: \_\_\_\_\_

Name of Person Filling in Application: \_\_\_\_\_

Position of Person Filling in Application: \_\_\_\_\_

**Preferred method of contact**

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Verified level applying for (check one)**

Level 3

Level 4

Level 5

### B) REQUIREMENTS FOR ALL VERIFIED LEVELS

**a) Racquetball Ambassador**

Name	NCCP#	Safe Sport Training	Rule of Two e-Learning Module

**b) Coaches & Volunteers with Participant Contact.** *This applies to all volunteers who support the club activities when participants are present (tournaments, lessons, ladders, etc.)*

Name & Volunteer Role	NCCP#	Safe Sport Training	Rule of Two e-Learning	Background Screening

**c) Volunteers with No Participant Contact:** *This applies to volunteers who are performing administrative type duties with no direct contact to participants (registration, marketing, financial, etc.)*

Name	NCCP #	Safe Sport Training	Rule of Two eLearning

**d) Safety** (check box if requirement has been met)

We have a bulletin board with safe sport and informational posters and have uploaded a photo on the Application Portal.

We have safe equipment (racquets, balls, eye guards) available for loan.

We have an Emergency Action Plan posted at our facility and have uploaded a copy on the Application Portal.

**e) Membership** (check box if requirement has been met)

Every participant in a sanctioned program is a member of our provincial association and Racquetball Canada.

Sanctioned programs are those that have been listed on the Racquetball Canada Registration Site and we have uploaded our membership list to the Application Portal (*your Provincial Association can assist with creating a list of your members.*)

**f) Programming** (check box if requirement has been met)

We use Racquetball Canada's Registration Site for (*provide links below to current activities listed on Racquetball Canada's Registration Site*):

Tournaments:

Programs:

Other:

**g) Endorsement** (check box if requirement has been met)

We have uploaded a letter of endorsement from our Provincial Association to the Application Portal.

**C) ADDITIONAL REQUIREMENTS FOR LEVEL 4 & 5 CLUBS**

- a) **Badge program** (check box if requirement has been met)

We offer a Badge Program or a 10-week Introduction Program: *(provide a link of a program listed on Racquetball Canada’s Registration Site)*

**D) REQUIREMENTS FOR LEVEL 5 CLUB ONLY**

- a) **Our club has a Board or a formal Committee that meets regularly and oversees operations**

Name	NCCP Number	Safe Sport Training

- b) **Responsible Coaching Movement** (check box if requirement has been met)

Our organization has pledged to the Responsible Coaching Movement (RCM) on the Coaching Association of Canada website.

- c) **Membership** (check box if requirement has been met)

Every participant, even those not participating in sanctioned programming are members of our provincial association and Racquetball Canada. Examples of this may be a one-time session, or a league or ladder that we have not listed on the Racquetball Canada Registration Site.

d) **Programming** (check applicable boxes)

We offer additional programming such as: *(provide links on Racquetball Canada's Registration Site for those programs you offer. The following is a list of programs commonly offered. Use "other" for programs unique to your organization.)*

Women's Program:

Newcomer Programs

Leagues:

Shoot-outs:

Ladders

Other:

**E) AGREEMENT**

Our organization acknowledges that if our application is successful, our verification will be valid for one year. We must reapply annually to maintain our status as a verified club. Verification will become official on either July 15 or January 15, depending on the timing of our application.

We also understand that throughout the year, we must consistently continue to meet the requirements for verification.

Signature \_\_\_\_\_

Date: \_\_\_\_\_