



REGISTRATION 2016

INTRODUCTION

This statement sets out membership policy, membership fees, and registration procedures.

Rowing clubs are responsible for the collection of and proper submission of RCA registration fees payable by individuals who participate in rowing at their rowing club, and shall register all persons who:

1. pay money or provide any other form of consideration, including consideration by way of sponsorships, grants or any benefit from a third party to the member, or
2. participate in a rowing program at a member club, administered by a member club, or using equipment of a member club.

The following fee schedule was approved by the membership at the 2016 Semi-Annual Meeting:

- Provincial Rowing Associations \$700.00
- Special Associations and Associate Organizations \$500.00
- Rowing Clubs \$400.00

There are four (4) levels of fees:

- Competitive (Adaptive, Coxswains, Under 19, Under 17, Lightweight, Masters, Senior, Under 23) \$50.00
- Sport (Adaptive, Corporate Challenge, High School, Learn-To-Row, Novice, Recreational, Touring, Coastal Rowing, Association des coureurs en canots à glace) \$10.00
- Non-Rowers (Administrators, Coaches, Directors, Umpires, Volunteers) \$0.00
- Upgrade Fee (Sport Rower to Competitive) \$40.00

These fees are applicable from April 1, 2016 – March 31, 2017.

Protection of Personal Information

All personal information submitted to RCA is protected by The Personal Information Protection and Electronics Documents Act and the Personal Information Protection Act (British Columbia only).

CATEGORIES OF MEMBERSHIP:

1. Competitive Rowers:

- a. compete at rowing regattas as defined in the RCA By-Laws, being any rowing race or races held on the water between two or more clubs, or to which individuals or crews are invited who do not participate in rowing activities at the host club. Excluded as rowing regattas are internal club meets and interclub training and selection sessions.
- b. compete in a category recognized in the RCA Rules of Racing including:
 - ◇ Adaptive Competitor¹
 - ◇ Coxswains
 - ◇ Under 23
 - ◇ Under 19
 - ◇ Under 17
 - ◇ Lightweight
 - ◇ Masters
 - ◇ Senior

Further information regarding the competitive categories above can be found in the RCA Rules of Racing available at the RCA website:

<http://rowingcanada.org/coach-education/rules-racing>

2. Sport Rowers:

All rowing categories other than those categories recognized in the RCA Rules of Racing including:

- a. High School participants who compete only at high school events, defined as being events open only to high school participants rowing for their school;
- b. Novice rowers who compete only in novice events at regattas.

Sport Rower Categories:

- ◇ Adaptive
- ◇ Corporate Challenge
- ◇ High School
- ◇ Learn-to-row
- ◇ Novice
- ◇ Recreational
- ◇ Touring
- ◇ Coastal
- ◇ Association des coureurs en canots à glace

3. Non-rowing:

- ◇ Coaches, umpires, volunteers, administrators and regatta personnel who do not row.

¹ Adaptive Competitors - An adaptive competitive rower is a rower with a disability who meets the criteria set out in the Adaptive Rowing classification rules.

Category Notes:

1. If Novice or High School participants compete in other events they are competitive rowers.
2. A Sport rower may upgrade to Competitive – the upgrade fee is included in the RCA Membership Fee Schedule.

Single Day Participants:

Registration for single day participants (e.g. try out sessions for people interested in trying out rowing or a person entering a boat as part of a promotional or media event) is not required. However, these participants are not then covered by RCA insurance and the club should provide them with the option of registering in order to obtain insurance, or should include a clause in the waiver form that the participant signs to the effect that they have declined membership in RCA and therefore have declined the insurance coverage.

Click here to view a Sample Waiver form - <http://rowingcanada.org/member-services/insurance>

RCA Membership Fee Policies:

- The level of fees is set annually at the RCA AGM and takes effect for all registrations entered in the Web Registration System on or after April 1st.
- Annual Dues for Clubs, Provincial Associations, Associate Organization Members and Special Associations are payable by April 30th of each year.
- Individual members are registered from April 1st – March 31st of the following year (April 1, 2016 – March 31, 2017), as arranged between RCA and the applicable Provincial Rowing Association.
- Participants will register online in the RCA Web Registration System. A Club will designate a Club System Administrator who will be responsible for managing the club information and activating members registering for programs. Spreadsheets will not be accepted by the RCA office.
- Clubs shall provide the RCA office with an official e-mail address for registration purposes. Go to: <https://membership.rowingcanada.org/>. Login, Organization Home, Electronic Address, Primary E-mail.
- The Club President shall be added to the *President Role* by the system administrator (Role section, Organization Home page).
- Clubs are required to sign an annual declaration that they have collected and remitted the required fees for **all** their **Registered Participants**². A Declaration Form (Appendix A) shall be sent to the RCA office after September 30th each year (via email: rca@rowingcanada.org or fax 250 220-2503).

Membership Fee Payments:

- Monthly invoices will be issued and payment is due within 30 days.
- Payment can be made by Cheque, Money Order payable to Rowing Canada Aviron or by credit card - VISA/Mastercard.
- All cheques submitted to RCA will be cashed within 14 days of receipt.
- Clubs that do not pay fees or submit registration are not in good standing and may not be eligible for RCA insurance coverage, RCA grants and or be able to compete in regattas.

² Section 7 Registered Participants, RCA Bylaws: <http://rowingcanada.org/about-rowing-canada>

RCA Insurance Coverage for Registered Participants:

- Liability Insurance is provided for all registered members. The amount of coverage is \$10 million per occurrence with a \$500 deductible.
- Accident Insurance is provided.
- Please review the Risk Management and Insurance information on the RCA website for further information regarding specific coverage. <http://rowingcanada.org/member-services/insurance>

Regattas:

- **No rower will be allowed to participate in a RCA sanctioned regatta unless he or she is fully paid up as a Registered Participant.** RCA the regatta organizers are required to verify the list of entrants for all sanctioned regattas.
- All competitors in the **Royal Canadian Henley Regatta** are required to have been a **member of the club for which they are competing as of June 23rd** in the year of the Regatta.
- A club wishing to register an athlete after June 23rd due to extenuating circumstances shall make application to the RCA Board of Directors for a decision on the eligibility of the athlete to compete for that club.

Participation Sanction:

The objective of Participation Sanction is to assure that participants are registered members in good standing of both RCA and their respective Provincial Rowing Association.

Participation Sanction is required from RCA for:

- a. All crews or individuals representing Canada
- b. All crews competing in, or individuals participating in a FISA sanctioned international rowing regatta
- c. All crews competing outside North America

**For further information regarding the Registration 2016 Policy, please contact our office
by e-mail <rca@rowingcanada.org>;
Phone (toll-free) at 1-877-722-4769 ext. 2; fax: 1-250-220-2503**