

## **USA JUMP ROPE EVENT SANCTION INSTRUCTIONS**

Sanctions are required for all USAJR Workshops, Open Tournaments, and Clinics.

**I. Purpose of USAJR Sanctioning:**

The purpose of sanctioning USAJR events is to ensure the quality of events that are governed by the USAJR for all participants and coaches. We provide a Sanction Level I for advertising only and a Sanction Level II for advertisement, General Liability Insurance coverage of your event and adhering to our Sanctioning Guidelines.

**II. Sanctioning Guidelines for Level II Sanctioning:**

- A. USAJR must consider the assurances of Sanctions for these events, as defined in the USAJR Sanctioning policies and procedures.
- B. USAJR Sanctions must be secured through the USAJR Office for all Workshops, Open Tournaments, and Clinics.
- C. Any USAJR adult member who meets the following criteria may make a request for Sanction:
  - 1. Is at least 18 years of age
  - 2. Is a current member of USAJR
  - 3. Is in good standing with USAJR
  - 4. Is certified to act as a director of event for which the Sanction request is made
  - 5. Is not in conflict with any USAJR sanctioned event
- D. All rules and procedures must be followed as outlined by USAJR's Rulebook in accordance with the sanctioned event.
- E. No challenges can take place at USAJR Sanctioned Events any longer due to liability issues. By "challenge" we mean that no jumper should be asked to perform a skill/trick that is outside of their skill level or ability. All skills/tricks should be taught with safety equipment and by a trained or elite jumper.
- F. A request for a Sanction Form must be completed and returned to the Office 30 days in advance of the Workshop, Open Tournament, or Clinic.
- G. The director whose name appears on the request for sanction must be present at the event.
- H. The director whose name appears on the request must sign the sanction forms.
- I. It is the responsibility of the event director to:
  - 1. Secure the facility to be used for the event.
  - 2. Assure that all USAJR rules and policies are strictly adhered to.
  - 3. Secure all staff, judges and personnel necessary to ensure the event meets all USAJR standards and procedures.
- J. USAJR will authorize only the accurate copying of the USAJR Logo onto merchandise for resale at the event, for which a royalty of 15% of the gross sale price will be assessed and paid to the USAJR Office after the final accounting procedure. This must occur no less than thirty (30) days following the sanctioned event.
- K. USAJR will provide USAJR merchandise for sale at Regional tournaments and provide the host team 20% of the total merchandise sold.
- L. The event director must be knowledgeable of the USAJR rules, policies, and procedures.

### III. Sanction Fees:

#### A. The Sanction Level fees for USAJR events are as follows:

1. **Level I Sanctions** for Workshops, Open Tournaments, and Clinics are **Twenty-Five (\$25.00) dollars. The Level I Sanction is for advertisement purposes only. Level II Sanctioning Rules do not apply to this Level.** This includes endorsement of your event on USAJR's website and Facebook page. This does not include Additional Insurance Coverage.
2. **Level II Sanctions** for Workshops, Open Tournaments and Clinics are **Sixty (\$60) dollars.** This includes endorsement of your event on USAJR's website and Facebook page and Additional Insurance Coverage for your event facility. Level II Sanctions require all teaching staff be current USAJR members in good standing with the organization. You will also receive a USA Jump Rope banner to hang at your event. USAJR will assume the cost to mail the banner if requested by the host. It will be the hosts responsibility to mail the banner back one (1) week after the completion of the event.

B. All Sanction fees are non-refundable regardless of purpose of cancellation of the event.

C. Make all Sanction fees payable to **USAJR**.

### IV. Violation of Sanctions:

A. When an event director fails to adhere to the guidelines set forth by the USA Jump Rope Sanctioned event, action may be taken against the director by USAJR in the following manner:

1. The director may lose the right to host a sanctioned event for a period of one (1) year or longer.
2. The director may lose the right to attend a USAJR sanctioned event for a period of (1) year or longer.
3. The director may also lose his/her USA Jump Rope Membership for one year or indefinitely depending on the Sanction penalty.
4. The sanction for the event may also be revoked causing, in the event of a sanctioned tournament; to invalidate all awards and places earned by participants.

# USAJR SANCTION FORM

## Workshops, Open Tournaments, and Clinics Tournament

*(Due to USAJR 60 days before event)*

This application is submitted in the interest of hosting the following event to be conducted under the auspices of USA Jump Rope ®.

### Part I: General Information (Please circle the appropriate event)

20 \_\_\_\_\_ **USAJR Workshop, Open Tournament, or Clinic**

Name of Event: \_\_\_\_\_

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

Region Number: \_\_\_\_\_

#### The sponsoring team of this event will be:

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### The proposed event Director will be:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

### Part II: Facility Information

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Type of surface: (wood, tile, cement, etc.) \_\_\_\_\_

Floor dimensions: \_\_\_\_\_

Seating Capacity for spectators: \_\_\_\_\_

#### Availability of: *(Check all that apply)*

\_\_\_\_\_ Public address system

\_\_\_\_\_ Press room

\_\_\_\_\_ Concession area

\_\_\_\_\_ Locker rooms

\_\_\_\_\_ Warm-up area

\_\_\_\_\_ Dressing rooms

\_\_\_\_\_ Vendor sales area

\_\_\_\_\_ Hospitality room

Air Conditioned: Yes \_\_\_\_\_ No \_\_\_\_\_

### Part III: Travel and Accommodations

Nearest Airport: \_\_\_\_\_

Distance from Airport: \_\_\_\_\_

Is ground transportation from airport available? Yes \_\_\_\_\_ No \_\_\_\_\_

Available Hotels:

1. \_\_\_\_\_ Distance from Site: \_\_\_\_\_  
2. \_\_\_\_\_ Distance from Site: \_\_\_\_\_  
3. \_\_\_\_\_ Distance from Site: \_\_\_\_\_

Will food be available at this event site? Yes \_\_\_\_\_ No \_\_\_\_\_

### Part IV: Sponsors

All sponsor involvement is subject to approval by USAJR prior to the granting of an event Sanction.

Name of Sponsor	Amount of Sponsorship	Involvement
_____	_____	_____
_____	_____	_____
_____	_____	_____

### Part V: Support Personnel (Please check all that are available to this event site)

\_\_\_\_\_ Athletic Trainer      \_\_\_\_\_ Nurse      \_\_\_\_\_ Medical Doctor  
\_\_\_\_\_ Public Announcer      \_\_\_\_\_ Scorekeeper      \_\_\_\_\_ Timer  
\_\_\_\_\_ Judges      \_\_\_\_\_ Runners      \_\_\_\_\_ Photographer  
\_\_\_\_\_ Media Personnel      \_\_\_\_\_ Audio Personnel

### Part VI: Publicity (Please check all that are available)

\_\_\_\_\_ Radio Coverage      \_\_\_\_\_ Television Coverage  
\_\_\_\_\_ Newspaper Coverage      \_\_\_\_\_ Other \_\_\_\_\_

### Part VII: Event History

Number of previous events hosted in the past five (5) years: \_\_\_\_\_ (List below)

1. \_\_\_\_\_ Location: \_\_\_\_\_  
2. \_\_\_\_\_ Location: \_\_\_\_\_  
3. \_\_\_\_\_ Location: \_\_\_\_\_  
4. \_\_\_\_\_ Location: \_\_\_\_\_  
5. \_\_\_\_\_ Location: \_\_\_\_\_

What was the number in attendance at your largest event? \_\_\_\_\_

**Please check your choice:**

☐ **Level I Sanction:**        \$25

☐ **Level II Sanction:**        \$60

☐ **Additional Insurance:** \$50

**Payment Information:**

☐ **Check enclosed payable to USAJR**

☐ **Credit Card Payment:**        **VISA**        **MC**        **Discover**        **AMEX**

Credit Card Payment: Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

**Sanction request submitted by:**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work or Cell Phone: \_\_\_\_\_

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

**I certify that the above information is accurate, and that I am a current of USAJR, and agree to follow the guidelines established by USAJR for conducting this event.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Return this form to the USAJR Office 40 days in advance of the event with the proper fee.**