



**2013  
Florida AAU  
Volleyball Handbook**

**[www.aauvolleyball.org](http://www.aauvolleyball.org)**

# 2013 AAU FLORIDA VOLLEYBALL DISTRICT HANDBOOK

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## Getting Started in AAU Volleyball Membership Summary

### 1. AAU Membership

Each club/team must be a registered AAU Club. You can have more than one team within the same club. In addition, all athletes, coaches and club contacts/directors must be individual members of AAU. As members, you can participate in any sport in the AAU. AAU members are covered with sports liability and accident insurance while participating in AAU events. For complete information on insurance, visit [www.aauvolleyball.org](http://www.aauvolleyball.org) or refer to the Insurance Brochure.

**AAU membership is valid from September 1 to August 31.**

**Club Membership:** Club membership fees are \$30 (Level 1), \$60 (Level 2) or \$300 (Level 3). A Level 2 or 3 Club Membership is needed to host events. With Level 3, your club can be eligible for tax-exempt status, accept tax-exempt donations and become sales tax exempt in your state.

**Non-Athlete Membership:** Regular membership for non-athletes (coach, club director, volunteer, official) is \$16. Extended coverage membership\* is \$18.

**Athlete Membership:** Regular membership for youth athletes is \$14. Extended coverage membership\* is \$16.

*\*With Extended Coverage membership, you can receive insurance coverage while participating in non AAU sanctioned events, under certain circumstances. Visit [www.aausports.org](http://www.aausports.org) for complete details and requirements.*

Background screening is a new benefit included with all non-athlete memberships. Non-athlete membership is no longer instant. **Be prepared and register early.**

**BE PREPARED**  
2013 AAU Memberships  
No Longer Instant  
READY, SET, PROTECT

### 2. Hosting AAU Tournaments and Leagues

As an AAU Club Level 2 or 3, you can apply to host your own tournaments or leagues. Tournaments can be hosted any time of the year. Tournaments can be sanctioned for \$50 per day. You can also sanction a league or tournament series for a maximum of \$350. Please note that try-outs and practices do not require a separate sanction, but every athlete and coach that participates must be current AAU members to be covered by AAU insurance.

Apply to sanction your tournament or league online at [www.aauvolleyball.org](http://www.aauvolleyball.org). It may take up to 15 days for your sanction to be approved. Once it is approved, your event will be listed on the "Find an Event" calendar located on the web site at [www.aauvolleyball.org](http://www.aauvolleyball.org) and [www.aauvolleyball.org](http://www.aauvolleyball.org). Sanction your event early to take full advantage of being listed on the AAU web site and to avoid additional expedite fees!

As a tournament host, you can also request blast emails be sent out to the AAU membership in your District. Contact your District Office or the AAU National Office at [volleyball@ausports.org](mailto:volleyball@ausports.org) for more information.

### 3. Third Party Certificate of Liability Insurance

Verification of Insurance is available to registered clubs at no cost. In addition, Third Party Certificate of Liability Insurance for practices and sanctioned events is available for \$35. The fee covers up to 200 facilities. All requests can be done online at [www.aauvolleyball.org](http://www.aauvolleyball.org). Avoid additional expedite fees and request your certificate at least 31 days prior to the start of your practice or competition. Additional fees apply for certificates needed in less than 31 days.

For information, please visit [www.aauvolleyball.org](http://www.aauvolleyball.org)

# Getting Started in AAU Volleyball



## **Registration Steps for Club Contacts and Club Directors**

**Step 1: Register the club contacts, club directors and administrators as AAU non-athlete members** (\$16 regular membership, \$18 extended coverage membership). After the application has been approved, the member will receive an email with the AAU membership ID. Approval could take from 24 hours up to 10 days depending on the background screening process.

**Step 2: Register your club.** You must have non-athlete AAU membership IDs for the club contacts before registering for club membership. Once you register your club, you will instantly receive your 2013 AAU club code. Please note club codes change from year to year unless you register for a multi-year membership.

**Step 3: Attach your non-athlete membership to the club.** In your account, click on Reprint/Correct Membership and select Edit. You can add your new club code to the non-athlete memberships.

**Step 4: Register your athletes.** This can be done by the following ways.

- a. Instruct parents to purchase individual athlete membership for their athletes. Give your parents your 2013 AAU club code (do not use your 2012 code unless you had a multi-year membership). The parents can add this code to their athlete's application.
- b. Club contacts can purchase new athlete memberships individually or renew athlete memberships they purchased the previous year. Be sure to add the new club code to each membership.
- c. Club contacts can import an athlete listing to register multiple athletes at one time. Follow the instructions online for setting up the information and the import.

**Step 5: Register all coaches and additional non-athletes.** Non-athlete membership is no longer instant due to background checks. Be sure that all coaches are registered well in advance of starting practice, try-outs or participating in any events! Non-athlete memberships cannot be renewed or imported. Give each coach your club code and instruct them to register online.

**Step 6: Insurance.** With your club membership, you may print a free Verification of Insurance Certificate for your practice facilities. If your facilities need to be listed on the certificate as additional insured, you may apply for a Practice Insurance Certificates.

**Step 7: Club Listing and Proof of Membership.** Before your try-out or practice, each participant (athlete and coach) must have a current membership. For those members that used your club code on their individual membership, you will see them listed on your Club Membership Listing. If participants have a membership, but are not on your club listing, they are still eligible to participate. They may show a copy of their membership card as proof of membership.

**BE PREPARED**  
**2013 AAU Memberships**  
**No Longer Instant**  
**READY, SET, PROTECT**

**New this year:**  
**Background screens are conducted for all non-athletes and adult athletes.**

**What does this mean for you?**

- Membership is no longer instant. It could take up to 10 days (or more in some instances) for membership to become active.
- You can no longer register for non-athlete (coach) membership onsite at events.
- **BE PREPARED and register your coaches early!** Coaches and club directors must have an active and approved membership before practice.

For more information, visit:

<http://aaunews.org/news/?p=7056>.

## *Age Divisions* *2013 AAU Volleyball*

The age determination date for AAU Volleyball is September 1. Below are the 2013 age requirements for each age division.

**10 & Under** - Born on or after September 1, 2002

**11 & Under** - Born on or after September 1, 2001

**12 & Under** - Born on or after September 1, 2000

**13 & Under** - Born on or after September 1, 1999

**14 & Under** - Born on or after September 1, 1998

**15 & Under** - Born on or after September 1, 1997

**16 & Under** - Born on or after September 1, 1996

**17 & Under** - Born on or after September 1, 1995

**18 & Under** - Born on or after September 1, 1994 or were high school students in the 12th grade or below during the current academic year and were born on or after Sept 1, 1993.

***Age Waivers:* No age waivers are allowed at the National Championships. Local District Directors can modify age divisions or grant waivers for local tournaments. Please contact your District Director for information.**

## MANDATORY: EDUCATE YOURSELF

# FREE COACH'S EDUCATION THROUGH POSITIVE COACHING ALLIANCE!

TIPS FOR WINNING ON AND OFF THE COURT  
FROM THE TOP COACHES AND OLYMPIANS  
INCLUDING PHIL JACKSON, DOC RIVERS  
TONY DUNGY AND MANY MORE!



POSITIVE  
COACHING  
ALLIANCE®

# EDUCATE YOURSELF

This year, it is **MANDATORY** for all AAU non-athlete members to complete the course in order to participate in AAU events. If you've already taken Part 1 and Part 2, **it's time to take Part 3!** Level 3 is designed for coaches to help their athletes make the journey from sports "participant" to "Triple-Impact Competitor®."

[CLICK HERE](#) to get started **AND BE ON YOUR WINNING WAY!**

**MANDATORY**

# STARTING AN AAU VOLLEYBALL TEAM OR CLUB



## CHECKLIST

### **Starting an AAU Volleyball Club:**

- Establish a name for your club.
- Establish a bank account.
- Establish a location to have your business address.
- Develop a Board of Directors for your club.
- Register your club with the AAU (Level 1, Level 2 or Level 3)

### **Structuring Your Club:**

- When you are starting a new club program, you should start small and increase the number of teams as you develop.
- Develop club rules and guidelines (have a handbook for your club).
- Decide how many teams you would like in your club.
- Decide the age divisions of the teams.
- Establish the coaches that will work with the program.
- Establish any fees you will be charging.
- Establish any coaching benefits, pay, registration, education, etc.

### **Organizing Your Club:**

- Register your staff and coaches for AAU membership.
- Register your club with the AAU (Level 1, Level 2 or Level 3)
- Establish the cost per athlete.
- Establish the length of the club season (Jan to June).
- Secure practice facilities.
- List the coaching staff for each team (most critical decisions).
- Apply for Certificates of Insurance for your practice facilities (you will need addresses).
- Register your athletes for AAU membership (go online at [www.aausports.org](http://www.aausports.org)).
- Hold try-outs for your teams.
- Establish teams by age (18 & under, 17 & under, etc). Age classification dates are established by the September 1 date.
- Order equipment needed to participate (balls, carts, nets, first aid kits).
- Complete paperwork such as rosters, etc. Copy all forms and keep in file.
- Select a uniform company.
- Order uniforms (read rules on uniform requirements).
- Establish a tournament schedule you will play.
- Secure your team into the tournaments early (tournaments will fill quickly).
- Secure hotel stays for your club if necessary.
- Have coaches and players attend an officiating clinic (club pays an official to demonstrate.)
- Conduct an officials and/or scorekeeping clinic (fee for this).



- Order or download a USA Volleyball Rulebook [www.usavolleyball.org](http://www.usavolleyball.org).
- Set a budget for your season.
- Insurance – be familiar with your policies (liability, auto, rental, etc.)
- Medical Forms – each coach should carry with them for all team members.
- Keep a copy in the office of all medical forms.
- Injuries – have a first aid kit at all events (ice, insurance reports).

**During the Season:**

- Keep track of each team's results.
- Report results to tournament directors of next event.
- Pay entry fees early to the tournament directors. If canceling, notify the tournament director at least 1 week out.
- Incident Report Forms – submit for any injuries.

**End of the Season:**

- Evaluate your teams' performance.
- Evaluate coaching staff.
- Collect uniforms.
- Pay any outstanding invoices.
- Fill out any tax forms required (Coaches 1099, 990 Non-profit, etc.)

## **FLORIDA AAU VOLLEYBALL HOSTING A TOURNAMENT**

### **SANCTIONING OF EVENTS:**

#### **To sanction a competition in the Florida AAU League:**

The Florida AAU District conducts an Inter-District league open to teams from the Florida AAU and Florida Gold Coast AAU. To host a tournament on the league schedule, please complete the following steps:

1. Fill out the Florida AAU Volleyball League sanction form.
2. Pay \$25 per day of event to OVA for each event to be sanctioned in the league (Total league sanction fee to the AAU is \$350. Your \$25 goes towards the league fee and certificates of insurance.)
3. The tournament schedule will be established before, on and after the annual AAU meeting. Forms will be collected at the annual meeting for the league fee.
4. It is your responsibility as a host to ensure that all clubs, athletes and coaches participating in your tournament are members of AAU.

#### **To sanction a competition outside of the league event (tournament or separate league):**

1. Submit your sanction online at [www.aausports.org](http://www.aausports.org).
2. All sanction requests should be submitted at least 4 weeks prior to the scheduled date of the event.
3. Sanction fees are \$50 per day or \$350 per league.
4. Approval or denial shall be received within 15 days from the Florida AAU District Director.
5. It is your responsibility to ensure that all clubs, athletes and coaches participating in your tournament are members of AAU
5. Please review additional AAU Sanction Requirements posted at [www.aauvolleyball.org](http://www.aauvolleyball.org).

### **AFTER THE EVENT:**

1. Send in the results of the tournament to the Florida AAU District Director, Sindee Snow at [orlvb@aol.com](mailto:orlvb@aol.com) within 7 working days of the conclusion of the event.
2. Results to include cover sheet of final rankings per age group.
3. Any incidents should be written down and sent with the results.

**PENALTY FOR NON-COMPLIANCE:  
If results have not been turned in within the 7 days, you may be  
restricted from future competition.**

## FLORIDA AAU VOLLEYBALL LEAGUE

The Florida AAU encourages all clubs to host sanctioned AAU tournaments. The size and classification of the event depends on the facilities and number of courts available, as well as type of event you would like to host. The Tournament Director assumes the responsibility for the conduct of the event, enforcement of the rules of the facility, posting and reporting results, awards and cost of the tournament. AAU provides the sanctioning approval, general liability and participant accident insurance, and certificates of insurance for facilities, provided that the proper paperwork has been filled out and submitted appropriately along with the applicable fees.

Hosting a tournament can be beneficial to your club program in many ways. Benefits include offering the opportunity to compete without the expenses associated with traveling, great way to expose your parents to the structure of club volleyball, provide community awareness and establish your club within the district. However, to accomplish these goals, you must run a successful event by carefully planning the entire tournament.

The guidelines and policies outlined in this section help you organize your event and understand your responsibilities as well as restrictions. These guidelines were developed through the Florida AAU District Director.

### **The following guidelines will assist you with hosting a tournament:**

1. Pick a date and secure the facilities.
2. Determine the length and format of your event.
3. Decide how many teams you can properly accommodate and what age groups will be participating.
4. Contact the Florida AAU District Director to place your event on the league schedule or to sanction it separately.
  - a. Complete the tournament league sanction form and send to the Florida AAU District Director along with the sanction fee a minimum of 6 weeks prior to the event. For hosting a tournament that is part of the league, the sanction fee is \$25 per tournament. If you are hosting a tournament outside of the league, the sanction fee is \$50 per day (or maximum \$350).
5. Apply for a Certificate of Insurance (if needed by the facility).
  - a. If your competition is part of the Florida League, your facility information must be submitted to the District Director along with the form and fee. Your \$25 will cover the certificate if the information is submitted by the announced deadline. If you add a facility after the deadline, your club will be responsible for the cost of the certificate.
  - b. If your competition is separate from the Florida League, apply for your certificate online at [www.aausports.org](http://www.aausports.org). When applying for the certificate, list any and all facilities you might use. Be sure to apply at least 30 days in advance.

6. Organize your tournament entry packet:
  - a. Hotel Info Sheet – you may want to contract with area hotels for a block of rooms to be held for your participants or you may simply want to list area hotels and their phone numbers.
  - b. Tournament Info Sheet – outline the specifics of your event such as entry deadline, age groups, number of teams, facilities, start times, costs, contact numbers and directions to sites.
  - c. Entry Form – you can use a standard roster form. Note, it is your responsibility to make sure participating clubs have the proper AAU membership. **It is highly recommended that each Tournament Director requires participating teams to bring a copy of their AAU ROSTER to the tournament to verify membership. AAU ROSTERS can be developed and printed at [www.aauvolleyball.org](http://www.aauvolleyball.org).**
  - d. Admission Fee – If you are going to charge an admission fee to spectators, it should be announced in your entry information.
  - e. Mail out your entry packets (or post on the web) after you have received your approved sanction number, no less than 4 weeks prior to your event.
7. Secure officials and/or court managers. If assistance is needed, contact the Officials Coordinator.
8. Organize your Tournament Staff.
  - a. Tournament Director
  - b. Site Director
  - c. Trainers
  - d. Facility set-up and break-down committee
  - e. Concessions personnel
  - f. Clean-up committee
9. Arrange for all facility/tournament equipment needs:
  - a. **Courts** – antennas, nets, court towels, ref stand and regulation pads, floor tape if needed, team benches or chairs, water, ice, etc.
  - b. **Technical** – score sheets, line-up sheets, flip charts, scores table, chairs, pencils and pens.
  - c. **Equipment** – balls, whistles, first aid kit, ice and ice bags for injuries, etc.
10. Notify all entries as to their acceptance or waiting list status for your event as soon as you receive their entry and fee.
11. After the entry deadline, send a list of all entries to the teams. Post this on the web site.
12. Notify all accepted entries of their seeding and first match time, by phone or mail, at least one week prior to the event and post on the web site. It is recommended to start play at 8:00 am or 9:00 am. If you start at 8:00 am, be sure to take into account travel time for teams from outside of your area.
13. Organize and print all of your tournament handouts and charts:
  - a. Schedule of pools and brackets.
  - b. Site rules and regulations.
  - c. Pool and bracket charts to be:
    - (1) Displayed for results
    - (2) Filled in and sent to the District Director with results sheet.

14. Organize a coaches meeting for one half hour before play begins. During the meeting, be sure to cover the following items:
- a. Announce any schedule changes
  - b. Review facility rules (food, drink, etc)
  - c. Review tournament format and officiating responsibilities
  - d. Announce the Tournament/Site Directors

### **ACCEPTING ENTRIES:**

As an AAU tournament director, you are required to accept entry applications on a first-come, first-serve basis. Upon accepting or denying an entry application, you need to contact the team representative to confirm within 3 days of receipt of the entry request. If there are restrictions involving acceptance, such as you need 2 more teams to qualify opening up another court, the entrant must be informed of such at that time. Entry application is defined as having a complete official entry form and/or roster, as well as the entry fee. If you “reserve” a space for a team that has not complied with the entry application requirements (i.e. no entry fee submitted), you do so at your own risk.

### **REFUNDS OF ENTRY FEES:**

If a team that has complied with the entry application process and has been notified of acceptance contacts the tournament director prior to the published entry deadline that they are withdrawing from the tournament, the tournament director is obligated to refund the full entry fee.

If a team that has complied with the entry application process and has been notified of acceptance contacts the tournament director less than one week prior to the event that they are withdrawing from the tournament, the tournament director is NOT obligated to refund any amount of the entry fee.

### **SUPERVISION OF EVENTS:**

When an application is made for the sanctioning of a tournament, it is required that a responsible party is indicated. It is required that the responsible party be onsite for the duration of the tournament.

### **FIRST TIME TOURNAMENT DIRECTORS:**

It is recommended that first time tournament directors limit the number of entries to their first event to 8 teams.

### **WARM-UP PROCEDURE:**

It is recommended that all events use the same warm-up procedure. Playing teams will be allowed a 2-4-4 separate hitting format (2 minutes shared court time – no hitting, 4 minutes receiving team, 4 minutes serving). After the first match a 4-4 format will be followed. One-day tournaments start at 9:00 a.m. Two-day tournaments start at 8:00 a.m.

## **OTHER EXPENSES TO CONSIDER:**

Some items to consider are:

Facility costs (labor and rent), equipment such as balls, officials, hospitality room, printing and supplies, postage, site directors, trophies and awards, communication between sites, trainers.

## **ENTRY FEE RESTRICTIONS:**

One-day events (2 out of 3) - \$85 - \$125 (no officials except for finals)

Two-day events (2 out of 3) - \$200 - \$300 (with officials)

- Any Regional Event, or an event held at a Convention Center can have an Entry Fee greater than \$300.

## **OFFICIALS AND REQUIREMENTS:**

1. All officials for AAU sanctioned events should be USAV certified officials (by attending a USAV official's clinic).
2. All certified officials contact information is located at [www.usavfloridaregion.com](http://www.usavfloridaregion.com).
3. Fee Structure for paid officials (up or down)
  - a. \$20 - \$25 per match, 2 out of 3
  - b. \$10 per game (playoff game)
4. All teams need to attend a referee/scorekeeping clinic.

## **AGE WAIVERS:**

Athletes are able to receive waivers if there are restrictions in your area:

- a. Not enough players to put a team together for an age division.
- b. Athlete's skill is impaired.

All waiver athletes are allowed to participate in Florida AAU sanctioned events except in the Regional (or District) Championship and National Championship. All waivers need to be in written form with an explanation to the District Director at least 7 days prior to an event. Each individual case will be accepted by the District Director on a case-by-case basis. A waiver form is located in the Florida AAU Volleyball Handbook. This form, if accepted, should be carried by the coach to the tournament.

## **ADMISSION FEES:**

You may charge admission at your tournament, but it should be announced to teams ahead of time in your entry information on your web site. Maximum fee recommended is \$5.00 per person (10 & Under free). Disney events or events in convention centers may have higher admission fees.

## **10 & UNDER DIVISION:**

On one day tournaments, the 10 & Under division should only play half days. If a 10s team plays up in the 12 & Under division, they can either play just half day in pool play or compete if playoffs if the team wants.

## **UNIFORMS:**

USAV uniforms requirements will be enforced at the Regional and National Championships. The numbers must be minimum height of 4” on the chest and 6” on the back. It is recommended that numbers be 6” on chest and 8” on the back. The jerseys must be numbered in a permanent manner from 1 and 99 and duplicate numbers are not allowed. The Libero must wear a uniform shirt that is immediately recognized from all angles as being in clear contrast to and distinct from the other members of the team. Each player is required to wear the same jersey number throughout the event, including the libero.

## **PLAYING RULES:**

USAV playing rules are followed, with the exception that the libero is allowed to serve.

## **BOYS:**

In the Florida Volleyball League, Regional Championship and National Championship, boys are not permitted to compete on girls teams.

## **REGIONAL CHAMPIONSHIP:**

To participate in the Florida Regional Championship, teams must participate in a minimum of one (1) other AAU sanctioned tournament. Any additional information will be distributed on the Tournament Flyer.

## TOURNAMENT DIRECTORS CHECKLIST

1. Secure gyms for the tournament.
2. Do not over fill the tournament.
3. 9:00 AM start time (one day tournaments) or 8:00 AM. If you are starting at 8:00 AM, please take into account travel time for teams outside of your area.
4. Confirm with teams in your tournament 1 week before tournament date.
5. Put on your web page the brackets or fax/e-mail to each team.
6. Make sure each team has directions to the tournament site(s).
7. If you are charging admission, let teams know cost in advance.
8. Make sure you have received a roster and a check for each team.
9. Make sure teams entered into your tournament are AAU members.
10. Be at the gym at least 1 hour before competition starts.
11. Have a captains meeting at 8:30 AM (or 7:30 AM if starting at 8:00 AM)
12. Have a gym manager that will be able to take care of problems. Do not leave the tournament without a director.
13. Have a referee for the Finals.
14. Have something for the winners (can order medals/ribbons from AAU at [www.aauvolleyball.org](http://www.aauvolleyball.org))
15. E-mail results and any problems that may have occurred to [orlvb@aol.com](mailto:orlvb@aol.com). Fill out Results Form.





# AAU Insurance Program Summary

AAU Insurance is a benefit of membership.

Club Membership insures practices and an event sanction insures competitions/clinics etc.,  
Everyone participating must also have an individual AAU Athlete or Non Athlete Membership

**SPORTS ACCIDENT:** Coverage is provided for properly registered members that are injured during an approved event. Coverage is excess medical and becomes primary if there is no other coverage.

Excess Medical	\$50,000
Youth/Non Athlete Deductible (can be removed or disappear with primary insurance)	\$200
Adult Athlete Deductible (can be removed or disappear with primary insurance)	\$500
Accidental Death & Dismemberment	\$10,000
Dental Insurance	100% U&C Included in Policy Max

**Who is insured? (The following categories include but are not limited to)**

Athletes and Non-Athletes  
Registered Members residing in foreign countries are covered while participating on U.S. Soil.

**Covered events**

**Sanctioned Events:** This is an event that has been applied for and received a sanction from the AAU of the U.S. Inc.  
**Supervised Practices** for member clubs.

**GENERAL LIABILITY COVERAGE**

**LIMITS**

Each Occurrence - <b>per club/team</b>	Up to \$10,000,000
Aggregate - <b>per club/team per year</b>	Up to \$12,000,000
Products/Completed Operations Aggregate	Up to \$12,000,000
Personal and Advertising Injury	Up to \$10,000,000
Participant Legal Liability	Part of Per Occurrence Limit
Damage to Premises Rented to you	\$1,000,000
Medical Expenses (any one person)	\$5,000
Sexual Abuse & Molestation - Each Occur	\$1,000,000
Sexual Abuse & Molestation - Aggregate	\$2,000,000
Crisis Management Coverage/Bell Endorsement	Included
Participant vs. Participant	Up to \$1,000,000

**Who is insured? (The following categories include but are not limited to)**

Athletes and Non-Athletes  
Member clubs/teams when all participants are registered as athletes or non athletes  
Event organizers, promoters, sponsors and managers of AAU sanctioned events  
Volunteers while acting in their capacity at an AAU sanctioned event  
AAU of the USA, Inc.  
AAU Districts, AAU Governors and Administrators, AAU Directors & Officers  
Officials while acting in their capacity at an AAU sanctioned event  
Spectators

**Covered events**

**Sanctioned Events:** This is an event that has been applied for and received a sanction from the AAU of the U.S. Inc.  
**Supervised Practices** for member clubs.

**EXTENDED COVERAGE (AB) INSURANCE PROGRAM**

The Extended Coverage (AB) program was developed to extend coverage for AAU members while participating in events hosted by organizations that are not member clubs of the AAU. Coverage in this program is provided for properly registered athletes or non-athletes.

Sports Accident	\$50,000
Liability Coverage	Up to \$10,000,000
Aggregate - per club/team per year	Up to \$12,000,000

Extended Coverage (AB) Is not available in the sport of Adult Taekwondo  
Any organization that is a member of the AAU and hosts an event that is not sanctioned by the AAU would not have any coverage for the event, even if its members are AAU AB Registered.

## VERIFICATION OF INSURANCE AVAILABLE

ALL INSURANCE CERTIFICATES ARE AVAILABLE AT WWW.AAUSPORTS.ORG UNDER THE INSURANCE OVERVIEW TAB

**Verification of Insurance:** This document verifies the club has insurance coverage as defined by the AAU policy and extends the club's coverage to a third party (if accepted by the third party). Your specific club name will appear on the document. **Free-Documents Available immediately.**

## THIRD PARTY/ADDITIONAL INSURED INSURANCE CERTIFICATES AVAILABLE

ALL INSURANCE CERTIFICATES ARE AVAILABLE AT WWW.AAUSPORTS.ORG UNDER THE INSURANCE OVERVIEW TAB

**This program is designed to provide member clubs the ability to obtain certificate(s). The fee structure is based on requesting the third party/additional insured certificate(s) at least 30 days before coverage start date or incurring an expedite fee**

Fee Structure	Fee	Expedite Fee	Total
Start Date is 31 + days from today	\$35	NA	\$35
Start Date is 16-30 days from today	\$35	\$65	\$100
Start Date is 0-15 days from today	\$35	\$100	\$135

For the fees listed above, you may request up to 200 third party/additional insured certificate(s) in one transaction. If you do not list all requests on your initial submission, there will be a \$25.00 transaction fee each time you return to list additional requests. For each facility/entity over 200 there is a \$10.00 per facility/entity fee.

**PRACTICE CERTIFICATES:** Fees apply. This certificate extends coverage for members during practice and practice only. The practice must be scheduled & supervised by an AAU non-athlete member. It specifically names the third party/additional insured, confirms the club has coverage as defined by the AAU policy and extends the club's coverage to the third party/additional insured. (This certificate is applicable where needed for CG 2026 1185).

**Available 2 hours after certificate request**

**EVENT CERTIFICATES:** Fees apply. This certificate extends coverage for activities such as leagues, tournaments, clinics and other events approved by the Amateur Athletic Union of the United States, Inc. There must be a sanction number relative to this event. Sanctions may take up to 16 days for approval. It specifically names the third party/additional insured, confirms the club has coverage as defined by the AAU policy and extends the club's coverage to the third party/additional insured. (This certificate is applicable where needed for CG 2026 1185).

**Available 2 hours after Approval of Event Sanction Application**

**SPONSOR:** Fees apply. This certificate extends coverage to a benefactor or donor who supports a member club. The sponsor name will appear on the certificate(s). It confirms the club has coverage as defined by the AAU policy and extends the club's coverage to the third party/additional insured. (This certificate is applicable where needed for CG 2026 1185). This type of certificate request must be submitted to the AAU National Office for processing.

**Available 24-48 hours after request has been submitted and accepted.**

**EXTENDED COVERAGE (AB) CERTIFICATE:** Fees apply. This certificate is for AAU member clubs while participating in events hosted by organizations that are not member clubs of the AAU. These non-AAU events include leagues, tournaments, clinics, etc. This certificate must be obtained by an AAU member club. This certificate insures the named third party in regards to the AAU member club's sole negligence. The entire competing team and coach (non-athlete) must be AAU AB members. If you are a member of the AAU in the AB category and conduct an event that is not sanctioned by the AAU, you forfeit your rights of AB coverage for said event. This type of certificate request must be submitted to the AAU National Office for processing.

**Available 24-48 hours after request has been submitted and accepted.**



**This brochure is only a brief description of the coverage available under the AAU Policies. The policies may contain reductions, limitations, exclusions and termination provisions. If there is a conflict between the contents of this document and the policy, the terms and conditions of the policy will govern in all cases.**

*AAU Sanction Application Form  
Florida AAU Volleyball League*

**Name of Club:** \_\_\_\_\_

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

**Date of Event:** \_\_\_\_\_

**Club Director:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

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

**Event Director:** \_\_\_\_\_

**Address of Event Site:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Number of Teams:** \_\_\_\_\_

**Age Divisions Offered:** \_\_\_\_\_

**FEES ATTACHED:  
\$25 for each AAU League date**

**\*\*Send application along with fees to:  
OVA  
6700 Kingspointe Parkway  
Orlando, FL 32818**

# FLORIDA AAU VOLLEYBALL PROGRAM

## MEDICAL HISTORY AND RELEASE FORM

It is recommended that this form be carried with the coach during all training and competitions. Please complete all sections of this form. Both the player and his or her parent/guardian must sign in all appropriate areas. By signing this form, the participant and parent/guardian affirms they have read and understand it.

\_\_\_\_\_  
LAST NAME                      FIRST NAME                      MI                      (CIRCLE ONE) M F

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY                      STATE                      ZIP CODE

\_\_\_\_\_  
/   /  
BIRTH DATE                      AGE                      SOCIAL SECURITY NO.                      AAU MEMBERSHIPS NO.

\_\_\_\_\_  
TEAM NAME                      DIVISION                      HEIGHT                      WEIGHT

The Participant, \_\_\_\_\_, has permission to participate in the AAU Junior National Volleyball Program. I certify that the participant has full medical insurance with the company listed below and is physically fit to engage in the activities of the program. I approve the leaders and coaches of this program and recognize that they will serve to the best of their ability.

**MUST SIGN:** \_\_\_\_\_ Date: \_\_\_\_\_  
PARTICIPANT SIGNATURE

**MUST SIGN:** \_\_\_\_\_ Relationship: \_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

Print Name: \_\_\_\_\_ HOME PHONE \_\_\_\_\_ WORK PHONE  
PARENT/GUARDIAN

\_\_\_\_\_  
STREET ADDRESS                      CITY                      STATE                      ZIP

\_\_\_\_\_  
INSURANCE COMPANY                      GROUP POLICY #                      DOES THIS POLICY COVER SPORTS RELATED ACCIDENTS?  
(CIRCLE ONE) YES NO

### MEDICAL RELEASE:

If my son or daughter should become ill or sustain an injury during his or her activities of the volleyball program, I hereby authorize you to obtain emergency medical/dental care.

**SIGN:** \_\_\_\_\_ Date: \_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

I do not authorize emergency medical/dental care for my son or daughter.

**SIGN:** \_\_\_\_\_ Date: \_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

## MEDICAL HISTORY

	<b>YES OR NO</b>		<b>DATE</b>	<b>PLEASE SPECIFY</b>
ALLERGIES	Y	N		
ASTHMA	Y	N		
DIABETES	Y	N		
EPILEPSY	Y	N		
HEADACHES	Y	N		
HEART	Y	N		
KIDNEY DISEASE	Y	N		
MOTION SICKNESS	Y	N		
INJURIES:				
ANKLE	Y	N		
KNEE	Y	N		
BACK	Y	N		
HEAD/NECK	Y	N		
SHOULDER	Y	N		
ELBOW	Y	N		
WRIST	Y	N		
HAND	Y	N		
FINGER	Y	N		
OTHER	Y	N		

**IMMUNIZATIONS (please state month and year):**

Tetanus \_\_\_\_\_ Polio \_\_\_\_\_ Measles (Rubella) \_\_\_\_\_

Is the participant taking any medications? \_\_\_\_\_NO \_\_\_\_\_YES

If yes, please name the drug(s), dosage and frequency needed:

Is there any psycho-social or physical condition for which the participant is currently under professional care?

\_\_\_\_\_NO \_\_\_\_\_YES

Please list any injuries the participant has suffered in the last two months: \_\_\_\_\_

Elaborate on any other medical conditions: \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SWORN TO BEFORE ME, A NOTARY PUBLIC, BY SAID \_\_\_\_\_ PERSONALLY

KNOW TO ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

## *AAU Volleyball Results Form*

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

**Location:** \_\_\_\_\_

**Host Club:** \_\_\_\_\_

**Number of Teams:** \_\_\_\_\_

**Person Posting Results:** \_\_\_\_\_

**RESULTS:**

	Finish	Age Division	Club	Team Name	
Example:	1	14	OVA	RED	Winner
	2	14	Blaze	Black	
	3	14	Blaze	Red	
	3	14	JJVA	Gold	
	4	-----	-----	-----	
	5	-----	-----	-----	
	6	-----	-----	-----	
	7	13	Ultimate	Navy	Pool B
8	14	OVA	Blue	Pool A	

\*\*Complete out bracket from pool play results.

\*\*Enter all teams competing in tournament.

## *AAU Referee Clinic Form*

**Date:** \_\_\_/\_\_\_/\_\_\_

**Location:** \_\_\_\_\_

**Team/Club:** \_\_\_\_\_

**Age Division(s):** \_\_\_\_\_

**Please return AAU Referee Clinic Form to:**

**Sindee Snow  
6700 Kingspointe Parkway  
Orlando, FL 32819  
Fax: 407-226-0189**

## *Florida AAU Athlete Age Waiver Form*

Athlete Name: \_\_\_\_\_ Date: \_\_\_\_\_

Athlete's Date of Birth: \_\_\_\_\_ Age Division: \_\_\_\_\_

Club: \_\_\_\_\_

Club Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Address, city, state zip: \_\_\_\_\_

Explanation of why athlete needs waiver: \_\_\_\_\_

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

ACCEPTED

DENIED

Please fax form to Sindee Snow at (407) 226-0189 FAX

**\*\*All waivers are based on a case-by-case basis\*\***

If approved, coaches must have this form onsite at tournaments and be able to present to the Tournament Director.