

The University of Memphis

CLUB SPORTS MANUAL

Campus Recreation

WHAT ARE CLUB SPORTS?

Club Sports at the University of Memphis are Student Organizations that are Student–initiated and student-led. Club Sports are governed by The University of Memphis (UofM) Code of Student’s Rights and Responsibilities and shall abide by those guidelines. Clubs may be instructional, recreational, and/or competitive. Some Club Sports compete with other universities and clubs throughout the country; others may participate in local demonstrations or contests. Club sports are open to the beginner as well as the advanced athlete.

Definitions:

SPORT - An activity involving physical exertion and skill that is governed by a set of rules or customs and often undertaken competitively

GAME - An activity providing entertainment or amusement; a pastime

The above definition will be used as a guide in determining what activities are eligible to become Club Sports. Activities falling under the definition of a game OR failing to meet the criterion to be considered a sport shall not be eligible to become a Club Sport at the UofM.

What are the differences between Varsity, Club Sports and Intramurals?

Varsity teams must follow NCAA and CUSA rules and regulations. Practices and games are mandatory and travel is required to play other universities. Some teams allow walk-on tryouts, others purely recruit. Varsity sports usually require a full year commitment. Club Sports play other colleges and universities, but are NOT part of the NCAA, they are funded through their own fund raising initiative, and practices and games are determined by club officers. Club Sports may or may not require a full year commitment. Intramural Sports are competitive sports played at the UofM among other UofM students with seasons usually lasting 3-6 weeks.

REGISTRATION

Every club is responsible for maintaining their registration status with the University. A club sport at the UofM shall be considered registered and in good standing when the following documents and forms have been filed and kept up to date with the appropriate UofM office.

Required Forms For Teams:

- UofM Student Organization Registration / Re-registration form (**Online**)
 - o To be completed annually
 - o Submitted copy approved by Club Sports Director as UNIVERSITY ADVISOR, if needed.
- Risk Management Plan
 - o To be approved by Club Sports Director
- Budget Proposal
- Agreement to Participate and Release from for all members
- Safety officer CPR/FA Certification (For all clubs wishing to reserve facilities)
- Instructor Credentials (For martial arts/ wrestling/and boxing clubs etc.)

Every Club Sport Participant shall sign the Agreement to Participate and Release BEFORE participating in ANY Club activity. It is the responsibility of the individual clubs to ensure that their paperwork is filed with the Club Sports Office and kept up to date.

CREATION OF NEW CLUB SPORTS

The link refers to the steps to becoming a student organization.

http://www.memphis.edu/student_leadership/organizations.php

In addition to the steps outlined at the link above, prospective club sports will need the Club Sports Coordinator's signature as their University Advisor, if needed. To gain said signature, the prospective club will need to present before the Club Sports Coordinator and Campus Recreation Staff. The presentation should include plans for the long term viability and growth of the club, the planned source of income for the club, the facilities the club intends to use, what league (if any) the club plans to affiliate with, who would be doing the instruction, a copy of the instructor's credentials and a plan for risk management.

RELATIONSHIP TO THE UNIVERSITY

Each registered Club Sport may use the name The University of Memphis in their organization's title; however, when using the University's name, Club Sports speak only for their club and do not officially represent the University or the Office of Campus Recreation and Intramural Services. When advertising material is distributed, the Club Sport name is stated first then the University. (Ex. Men's Handball at The University of Memphis). Also, no person, group or organization may use the seal or any symbol of the institution or school without the prior written approval of the president of the institution or the director of the department, or his or her designee."

MEMBERSHIP

All students, undergraduate and graduate, officially enrolled (6 hours or more) in The University of Memphis are eligible to join any club.

No club may restrict their membership on the basis of race, color, national origin, age or disability. Normal intercollegiate eligibility rules will apply only when previously agreed to by perspective coaches. Staff and faculty members may participate in club activities on an associate member, non-voting and non-office holding basis, as approved by the Club Sports Coordinator.

ASSOCIATE CLUB SPORT MEMBERS

Any club wishing to have participants, who are not currently enrolled as The University of Memphis student, must meet with the Club Sports Coordinator.

Associate members may practice with team and also compete in non-competitive games.

Associate members are required to pay the required students activities fee in order to participate in a club sport. Payment must be made in the Student Recreation Sports Complex at the Front Desk.

Associate members may neither vote nor hold office in a student organization.

ADVISOR

Each Club Sport is required to have at least 1 advisor who is full-time member of the University faculty or Staff.

The purpose of the advisor is to be available during the development of plans and programs for the Club, to provided expertise and mature judgment, and help insure that the activities and undertaking of the Club are sound and reflect favorably on the University.

The advisor should have some basic knowledge about, and a sincere interest in, the activities of the Club. He/she should be able to devote time and energy to the success of the organization.

The advisor should be familiar with the University policies as related to Student Organization, and assist the club in adhering to these policies.

The advisor regularly attends Club meetings and activities. If unable to attend, officers should contact the advisor to inform him/her of any actions taken or plans made.

The advisor should be aware of the finances and budget of the organization. The advisor will be considered the first point of approval for all measures (other than routine) of the Club and for all fund expenditures of over \$10.00. Final approval for these major measures and fund expenditures will rest with the Coordinator of Club Sports.

The advisor should oversee the files and record keeping of the Club. He/she should encourage the officers to maintain current and accurate files.

CLUB SPORT COACH and/or INSTRUCTOR

The coach should restrict his/her contributions to coaching and should minimize active involvement in club management. A sport club is first and foremost a student organization and, as such, the student officers must serve as liaison between the club and the university, not the coach. Many coaches feel that their responsibilities as a "coach" include administering a budget, securing facilities, scheduling contest, and arranging for travel, etc. In fact, however, most of the sport club programs are designed to allow students to handle these facets of the club's activity. **The coach is left to deal only with workouts, skill improvement, and game strategy.**

All coaches must fill out the Coaching Application Form and it must be turned in to the Sport Club office in Campus Recreation. All coaches are advised to be First Aid and CPR certified.

The responsibilities of a coach often include:

- Develop and improve skills of club members
- Assist club officers in scheduling practices and games
- Develop and employ safety practices for all participants (inspection of equipment and facilities)
- Attend all games and practices
- Promote good sportsmanship on and off the field

HAZING

The UofM Student Code of Rights and Responsibilities prohibits hazing in Student Organizations. Hazing is defined by the University as: Hazing means any intentional or reckless act in Tennessee on or off the property of any higher education institution by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student's mental or physical health or safety. Hazing does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

All reports of hazing will be forwarded to the Dean of Students and/or Judicial Affairs office. Clubs that engage in hazing or have individual members who participate in hazing may be subject to suspension, the loss of funds, and facility use, in addition to penalties assigned by the Dean of Students Office and/or Judicial Affairs. Individuals seeking additional information about this policy or reporting possible violations should contact the Club Sports Office at (901) 678-2812.

RISK MANAGEMENT

To encourage a safe practice and competition environment for UofM Club Sports and in order to promote student leadership and learning; the Club Sports department will require each Club Sports team to develop a written risk management plan.

This plan should address the following concerns:

1. Who provides instruction for the club?
 - a. Qualifications for a coach / instructor
2. What steps will the club take to provide a safe practice and competition environment (i.e. pre-activity checklists)?
3. How will the club address special risks associated with their sport?
4. What is the club emergency action plan for practice, game, travel, and severe weather emergencies?
5. What type of medical supervision will the club have for practice and games?
6. What will constitute an appropriate first aid kit and who will be responsible for its upkeep and availability.
7. What will be the clubs travel policy?

Club Sports office will provide the following resources:

1. A risk management plan outline.
2. Best practice travel guidelines.
3. Opportunities for CPR/FA/AED training for safety officers at no cost to the club.

The steps for compliance on the part of the club will be as follows:

1. Generate a written risk management plan following the provided outline.
2. Meet with the UofM Director of Club Sports to submit the plan.
 - a. The meeting should at least be attended by the President and the Safety officer; other officers may attend as well.
 - b. All plans will be reviewed for completeness and further recommendations may be made.
3. At the conclusion of the meeting with the club sports director, a copy of the final agreed upon plan will be kept on file in the club sports office.
4. Club leadership will implement the plan.
5. Clubs will pick up their stocked First Aid Kit from the Club Sports Office.
6. Failure to abide by the agreed upon plan may result in the loss of facility use and club suspension.

In addition to promoting a safer operating environment for each club this plan has the added benefit of allowing each club to tailor their plan to address specific club needs. It is Campus Recreation's hope that student involvement in the creation of the plan will improve compliance.

SAFETY OFFICERS

Each Club shall maintain at least one club member serving in the role of a SAFETY OFFICER. This member will be responsible for providing CPR / FA care in the event of an emergency. The Safety officer will be responsible for notifying in writing the Club Sports Office of any emergency or safety related issue. Safety officer must maintain a current CPR/First Aid and AED certification on file with the Club Sports Office.

Campus Recreation offers CPR/First Aid and AED class at no charge several times a semester. Please check departmental website for dates and times to register.

FACILITIES

Club Sports are eligible to reserve the following facilities for regular practice and games:

Student Recreation Sports Complex

R. Brad Martin Student Wellness Center

Club Sports as Student Organizations may have access to many other University Facilities that are not within the purview of the Campus Recreation Department.

RESERVATIONS

To reserve any UofM facility a Club Sport must be registered and in good standing.

For reservations, please visit <https://www.memphis.edu/campusrec/facilities/facilityspaces.php> . The request must be submitted at least 10 working days in advance of the event(s). A confirmation email will be sent denoting that the reservation is official. Extended use of Campus Recreation space is not permitted without written authorization from the Scheduling Office.

For special event reservations requiring Campus Recreation Staff supervision there will be a fee of time and half for each staff member present.

The time allotted to each Club activity will be limited based on demand.

TRAVEL

Club Sports handle travel at the discretion of their club officers. ***Clubs should submit a copy of the University of Memphis Club Sports Travel Form one week prior to traveling.***

All Club Sports are encouraged to use best practices when traveling. The Following is a list of common best practices.

1. Conduct a team pre-trip meeting to discuss
 - a. Review travel and game emergency action plans
 - b. Behavior guidelines
 - c. Trip itinerary
 - d. Finalize participant list
2. All passengers should wear seatbelts when vehicle is in motion
3. Obey all traffic laws and posted warnings
4. Plan for 2 or more drivers per vehicle
5. Drivers should take a 30 minute break every 4 hours
6. Each driver should drive no more than 10 hours during any 24 hour period
7. Clubs should avoid auto travel between the hours of 11PM and 6AM
8. A printed copy of each passengers emergency contact information should be in vehicle
9. A printed copy of each clubs travel policy and emergency action plan should be in each vehicle

10. A copy of the trip itinerary should be onboard each car
11. Vehicle, tires, breaks, wipers, and lights in good condition consistent with a routine maintenance schedule
12. All drivers should be in possession of a valid license, insurance, and vehicle registration

Things to know before you go (off campus):

- a. Location of competition and contact phone numbers.
- b. Availability of trainer or medical emergency personnel.
- c. Visiting school's emergency procedures and campus health center.
- d. Nearest hospital or emergency room.

INSURANCE

Individuals are encouraged to have a physical examination and obtain adequate health and accident insurance prior to participation in club sports activities. Individuals participate in club sports at their own risk. The University of Memphis is not responsible for any injury that may occur through participation in club sport activities and as such, does not provide insurance for individual participants. The University of Memphis will not be held responsible for injuries incurred during participation or travel involved with this voluntary activity. Every member of the Club Sport team should sign a Release of Liability Form. It is recommended that all participants obtain adequate health and accident insurance to cover any expenses incurred as a result of personal injury. Club Sport members who are registered as full-time students at The University of Memphis may receive some medical care at the University Health Center.

WEBSITE

Clubs should assist the Club Sport office in keeping the Club Sport contact page up to date. Please notify the Club Sports Office via email of any club contact changes. Please include the name, phone number, and email of the new contact person.

UNIVERSITY OF MEMPHIS CLUB SPORTS EMERGENCY PROCEDURES

On Campus Injuries

1. If a trainer is available, let the trainer or EMT handle the injury. DO NOT MOVE the injured person until it is determined by a trainer or EMT the extent of the injuries.
2. If a trainer or EMT is not available, call 911.
 - a. It is the safety officer's responsibility to ensure access to a cell phone.
 - b. Give accurate information – your name, location of accident, condition of injured, name of injured and what is needed, etc.
 - c. DO NOT leave the injured alone unless you are the only one able to call for help.
3. Fill out an accident report immediately and submit it to the UofM Club Sports office as soon as possible and/or the Club Sports Director (901) 678-2812 or (901)678-2802

Off Campus Injuries

1. Verify safety information upon arriving on campus (see “Things to Know”) It is the responsibility of the safety officer and team president to secure medical care at site.
2. If a trainer is available, let the trainer or EMT handle the injury.
3. If there is no trainer, medical emergency personnel or campus security – Call 911
4. Fill out an accident report immediately and submit it to the UOFM Club Sports office as soon as possible.
5. If a team member is taken by ambulance or family/friend/team mate, be sure to obtain accurate information immediately
 - a. Name of injured and nature of the injury if known
 - b. Campus health center, emergency room or hospital – street address, city, and phone number
 - c. DO NOT leave the injured alone unless you are the only one able to call for help.

Emergency Contacts:

Immediately after calling for medical assistance, call the people on the Emergency Procedures list below **until you reach someone (not just a voice mail). Be sure to secure the essential phone number(s) BEFORE YOUR EVENT.**

Club Advisor Name: _____ **Home** _____ **Cell** _____

Club President Name: _____ **Home** _____ **Cell** _____

Campus Recreation Representative: _____ **Home** _____ **Cell** _____

Club Sports Travel Best Practices

1. Conduct a team pre-trip meeting to discuss
 - a. Review travel and game emergency action plans
 - b. Behavior guidelines
 - c. Trip itinerary
 - d. Finalize participant list
2. All passengers should wear seatbelts when vehicle is in motion
3. Obey all traffic laws and posted warnings
4. Plan for 2 or more drivers per vehicle
5. Drivers should take a 30 minute break every 4 hours
6. Each driver should drive no more than 10 hours during any 24 hour period
7. Clubs should avoid auto travel between the hours of 11PM and 6AM
8. A printed copy of each passenger's emergency contact information should be in vehicle
9. A printed copy of each clubs travel policy and emergency action plan should be in each vehicle
10. A copy of the trip itinerary should be onboard each car
11. Vehicle, tires, breaks, wipers, and lights in good condition consistent with a routine maintenance schedule
12. All drivers should be in possession of a valid license, insurance, and vehicle registration

Things to know before you go (off campus):

- a. Location of competition and contact phone numbers.
- b. Availability of trainer or medical emergency personnel.
- c. Visiting school's emergency procedures and campus health center.
- d. Nearest hospital or emergency room.

Travel Form

Please return completed form five (5) days prior to departure. Forms must be signed/approved by club President or Safety officer. Consult the UOFM Club Sports manual for additional travel details.

******PLEASE ATTACH TRIP ITINERARY TO THIS FORM (Include flight #'s and times, if applicable)******

Club Sport: _____
Today's Date: _____
Destination: _____
Method of Travel: _____
Purpose: _____

of members traveling: _____ (attach list)

of Drivers: _____ (attach list)

Departure

Day(s): _____ Date(s): _____ Time: _____

Return

Day(s): _____ Date(s): _____ Time: _____

Vehicle Description

Number: _____
Make(s): _____
Model(s): _____
License Plate(S): _____

Lodging Information:

Place: _____ Address: _____
Phone: _____

Emergency Contact Person for Trip:

Name: _____ E-Mail: _____
Phone: _____

Contact Information for the Team/Event you are Playing/Attending:

Name: _____ E-Mail: _____
Phone: _____

Signed/Approved: _____ Date: _____

Phone: _____
Club President

**CLUB SPORTS
GENERAL INFORMATION**

SPORT _____

NAME _____ UID# _____

AGE _____ BIRTHDATE _____

CURRENT
ADDRESS _____

TELEPHONE # _____

PERMANENT
ADDRESS _____

TELEPHONE # _____

EMERGENCY CONTACT _____

RELATIONSHIP _____

TELEPHONE _____

YEARS AS: Undergrad _____
Graduate _____
Faculty/Staff _____

PARTICIPATION AND RELEASE OF LIABILITY/HOLD HARMLESS AGREEMENT

The undersigned understands that participation in the activity detailed below (“Activity”) is voluntary, and that it is not required. The undersigned acknowledges that s/he is aware that participating in the Activity a potentially hazardous and involves dangers and risks, including, but not limited to property damage, falls, slips, sprains, broken bones, physical or potentially injurious or fatal contact, contracting illness, minor and major injuries, death, the effects that weather may have on the playing conditions of the Activity, traffic, and other reasonable risk conditions associated with the Activity.

In consideration of the student’s right to participate in the Activity, and all associated activities, the undersigned acknowledges and agrees to assume all risks and dangers associated with participation, and hereby agrees to release, waive, indemnify and hold harmless the University of Memphis, its trustees, agents, employees, coaches, teachers, and volunteers (“Releasees”) from any and all liability, actions, causes of action, claims, demands, losses, injuries and expenses, including attorney fees, known or unknown at this time, arising out of or in any way related to from the student's participation in the Activity, or transit to and from the same. This release will also prevent my family from suing Releasees and binds my spouse, if I have one, my estate, siblings, parents, heirs, personal representatives, and assigns.

Additionally, I hereby acknowledge that The University of Memphis assumes no responsibility to carry health or accident (including death) insurance to cover my participation in said activity: provided however, if such insurance is provided, I hereby agree to assume and pay any and all deductible amounts which are provided thereby.

ACTIVITY:

SEASON OF ACTIVITY:

I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE.

Student (print name)

Student signature

Date

Parent/Guardian (print name); If under 18 years of age

Signature of Parent/Guardian; If under 18 years of age

Date

University of Memphis Club Sports Accident/Incident Report

Patron's Name: _____ Gender: M F Age: _____

Student / Faculty / Staff / Guest / Campus Recreation employee

Patron's Phone Number: () _____ Date: _____ Time: _____

Location of incident: _____
(Echles Field, Memorial Field, Student Rec Building, away game, etc.)

Body Part(s) Injured: _____

Possible Type of Injury (Circle all that apply):

- | | | |
|------------|-------------|---------------|
| Abrasion | Concussion | Heat Related |
| Amputation | Cut | Puncture |
| Bruise | Dislocation | Sprain/Strain |
| Burn | Fracture | Other: _____ |

Describe How the Accident Occurred: _____

First Aid Rendered by: _____

Describe First Aid/Care Provided: _____

Witness _____ Witness Phone _____

Was the injured party advised to seek further medical treatment? yes / no

Was 911 called? yes / no Time called: _____

Name of person completing report (print): _____

Signature of person completing report: _____

I have refused any and all care from the Campus Recreation staff, or club sport care providers.

Signature: _____ Supervisor: _____

(If injured party refuses to sign, supervisor should sign where indicated.)

Refusal of Advanced Medical Treatment

This will serve as certification that personnel employed by the University of Memphis Campus Recreation Department have advised me that the Emergency Medical System must be activated on my behalf. I am refusing such action. I have also been advised by said personnel that I should seek advanced medical attention on my own.

Signature: _____ Supervisor: _____

(If injured party refuses to sign, supervisor should sign where indicated.)

Risk Management Plan Outline

I. Name of Club and description of the Sport in question

- A. Identify all practice locations
- B. Identify all home competition locations
- C. Identify all away competition locations

II. Name of person(s) providing instruction for the club

- A. List the qualifications for a coach / instructor

III. Safe Practice and Games

- A. List all steps that will be followed prior to games and practice to ensure a safe playing environment

IV. Special Risks

- A. List all of the unique risks associated with the sport in question
- B. List all measures taken to address these risks

V. Medical Supervision

- A. List the type of medical supervision the club plans to maintain for practices
- B. List the type of medical supervision the club plans to maintain for competitions

VI. First Aid Kit

- A. Name of the designated person responsible for maintenance of the First aid kit
- B. Name of the designated person responsible for ensuring the First aid kit is present at all games and practices.
- C. List special items to be added to first aid kit

VII. Emergency Action Plans

- A. Injury (Home)
- B. Injury (Away)
- C. Travel Emergency
- D. Severe weather emergency

VIII. Travel Policy

- A. Name mode of travel
- B. List travel procedures

ACKNOWLEDGMENT, INDEMNITY, WAIVER and RELEASE OF LIABILITY FOR PARTICIPATION IN AN OFF CAMPUS EVENT

I, _____, (“Participant”) intend to participate in an off campus event _____ (“Event”) scheduled to take place on _____, 20_____.

I acknowledge that I must thoroughly read and understand the information contained in this Acknowledgement, Indemnity, Waiver and Release of Liability (“Release”) pertaining to the Event and the possible risks and hazards that might result from participation in this Event.

NOTE: If I am under eighteen years of age, I understand that while I am bound by the provisions of this Release and must acknowledge and agree to its terms, I am not permitted to execute this Release or participate in this Activity without approval of my parent or legal guardian, who must execute this Release on my behalf.

1. I acknowledge and agree that I am required to act in a mature and responsible manner at all times during the Activity and further acknowledge and agree that I will be held responsible for my own behavior and must respect the property of the University of Memphis (“University”) and others.
2. I acknowledge and agree that I must observe all state and local laws and University regulations and policies, including those concerning required student conduct. I further acknowledge and agree that in the event that I have any questions regarding the applicability of the University’s regulations and policies to the Event, it is my responsibility to make any necessary inquiries to the University’s Office of Student Accountability, Outreach and Support. Additionally, I acknowledge and agree that I must observe and comply with the specific rules and conditions developed for participation in the Event by its organizer or sponsor.
3. I acknowledge and agree that it is my obligation to make any necessary inquiries to the Event organizer or sponsor regarding my ability, physically or otherwise, to safely participate in the Event and that, prior to executing this Release, I have been provided the opportunity to inquire and discuss the possible risks and hazards to me resulting from my participating in the Event. Any questions I had regarding my ability to participate in the Event have been answered to my satisfaction, and I have received sufficient information to make a sound and voluntary decision to participate in the Event.
4. In exchange for the University allowing me to participate in the Event, I give the University the right and permission to record my participation and appearance on videotape, audiotape, film, photography or any other medium and to use my name, likeness, voice and biographical information in connection with these recordings. The University may exhibit or distribute all or any part of these recordings for any

educational or promotional purpose which the University and its employees deem appropriate. All such recordings shall be the University's property.

5. Please pay particular attention to paragraphs 5(a) through 5(b) regarding your risk liability:

a. In exchange for the University making arrangements for, permitting me and assisting me in participating in the Event, I hereby assume all risks of participation in the Event. Risks include, but are not limited to, transportation risks, risks of participation in the various components of the Event, and all risks related to any physical or other condition from which I might suffer. I acknowledge that the University does not provide personal accident/health insurance for me, and I assume personal and financial responsibility for any medical care and treatment I may require as the result of participating in the Event.

b. In exchange for the University allowing me to participate in the Event and having reviewed and agreed to all acknowledgments listed in paragraphs 1 through 5(b) of this Release as detailed above, I, on behalf of myself, spouse, family, heirs, beneficiaries, and personal representatives, agree to assume all the risks and responsibilities of participating in the Event. I release and forever discharge and covenant not to sue the University of Memphis, its Board of Trustees and the State of Tennessee, their officers, agents, employees, and representatives ("Releasees") from and against any and all liability for any and all claims, demands, actions, causes of action of whatever kind or nature, costs and expenses of any nature, including attorneys' fees ("Claims") that I may have or that may hereafter accrue to me, arising out of or related to any harm, loss, damage or injury, including but not limited to suffering, death or property loss that may be sustained by me, whether caused by my action or negligence or the action or negligence of Releasees or third parties in connection with the Event. I also agree not to sue Releasees in connection with any such harm, loss, damage or injury. I agree to indemnify and hold Releasees harmless from and against all claims asserted against any of the Releasees by any entity based upon my participation in the Event.

6. I acknowledge and agree that should any provision or aspect of this Release be found to be unenforceable, all remaining provisions of this Release will remain in full force and effect. Further, I acknowledge and agree that this Release shall be construed pursuant to the laws of the State of Tennessee. I have read, understand, and acknowledge that by signing this two page Release that I must comply with the information and directions contained herein and intend to be bound by the terms contained in this Release and I have voluntarily executed the Release.

Name (Print)

Signature

Date

Signature of Parent or Guardian (if Less than 18 years of Age)