



## **INTERNATIONAL EVENT PARTICIPATION POLICY UPDATED – December 2021**

This policy applies to international events, in which USA Archery (USAA) members desire to compete and the individual is not part of the official USAA team contingent and/or is self-funding their participation.

The Ted Stevens Olympic and Amateur Sports Act (the “Sports Act”) contains requirements in Section 220525 thereof for the granting by a national governing body of sanctions for amateur athletes to compete in certain international amateur athletic competitions.

The USAA Bylaws reflect those provisions of the Sports Act, with Section 16.4 of the Bylaws specifying the requirements for sponsoring USAA athletes to compete in an international athletic competition held outside the United States.

Any person who desires to sponsor or organize one or more USAA athletes to participate in an international event must complete the International Event Participation Request Form to [highperformance@usarchery.org](mailto:highperformance@usarchery.org) NO LATER than forty-five (45) days prior to the start day of competition or fifteen (15) business days prior to the initial registration deadline, WHICHEVER DATE IS EARLIER for the event requested (deadlines may be extended if registration information is not made available from the Local Organizing Committee (LOC)). This form shall allow USAA to determine whether the sanctioning requirements of the Sports Act and of Section 18.4 of the USAA Bylaws apply. USAA will review the form and shall determine whether a sanction is required, and whether the sanction will be granted. If the sanctioning requirements apply, all requirements of Section 18.4 Bylaws must be met.

To ensure athlete, coach, sponsor and agent safety, and the integrity of USAA, USAA reserves the right to impose reasonable requirements and conditions specific to each case including:

1. The assistance or involvement of USAA, if any, that is requested or required (for example: to submit registrations, coordinate travel, collect funds or otherwise arrange logistics) pertaining to the participation of USAA athletes in the event. USAA reserves the right to collect funds based on the requested or required level of assistance or involvement of USAA staff.
2. No self-funded athletes, outside of those who have been selected through a USAA trials process, may participate in closed events where USAA is sending a sponsored team.

3. USAA will require coaches, team leaders or other officials or representatives who are assigned with responsibilities associated with the travel and participation of the athletes in the event to be a current USAA member in good standing, have a USAA Range Pass (includes USAA membership, background screen and U.S. Center for SafeSport training).
4. That unless expressly agreed to in writing by USAA:
  - a. The athletes and representatives from the United States who participate in the event are not representatives of or under the auspices of USAA. They shall not hold themselves out as such in any manner.
  - b. Individual agrees to purchase any necessary uniforms, either through USAA or through a third party. Uniforms worn by participating United States athletes, and any clothing to be worn by coaches, team leaders and other officials or representatives while participating in the event as such, shall not identify or imply that such persons are representing USAA in any official capacity, i.e. uniforms shall not resemble current National Team uniforms unless arranged by USAA. At minimum uniforms shall designate the country for which they compete, and adhere to all requirements of the host committee, and comply with current World Archery dress code policy.
5. That necessary and appropriate signed waiver and release documents are obtained from all athletes and representatives from the United States who are participating in the event, including the USAA Participation Waiver and Release Form and the Honor Code. Additionally, all athletes and staff must adhere to USAA's Code of Conduct and other USAA Policies and procedures located at [www.usarchery.org](http://www.usarchery.org).
6. That adequate care and supervision have been procured to deal with the safety of minors, including any and all provisions that might be outlined within the USAA Minor Athlete Abuse and Prevention Policy and the U.S. Center for SafeSport Code. This includes travel arrangements designed to prevent minors from traveling without being accompanied by a parent or legal guardian, including for international travel. USAA requires that all travelers, especially adults traveling with minors internationally, make every reasonable effort to ensure group safety throughout the duration of travel.

## **USA ARCHERY INTERNATIONAL EVENT PARTICIPATION REQUEST FORM**

This form must be submitted to USA Archery (USAA) if an archer/coach is applying to attend an international event occurring outside of the U.S. and the individual is not part of an official USAA team contingent and/or is self-funding their event participation.

### **DEADLINE:**

This form **MUST** be fully completed and returned to USAA **NO LATER** than sixty (60) days prior to the start day of competition or fifteen (15) business days prior to the preliminary registration deadline, **WHICHEVER DATE IS EARLIER** for the event requested.

Please note that USAA does not have deadline information for events around the world and therefore cannot advise as to the specific deadlines. However, USAA recommends this form be completed and submitted ninety (90) days prior to the start day of competition if registration deadlines are not publicly available. For event dates and event opportunities, please visit the World Archery website at [www.archery.org](http://www.archery.org).

### **ELIGIBILITY:**

**Athlete:** Must be a current USA Archery member in good standing and eligible to compete. If number of requests exceeds the number of positions available in an age class or division the athletes with the highest current-year NRS (senior) or USAT (all other age divisions) ranking 60 days prior to the event will be approved until all positions are filled. This determination will be made no later than fifteen (15) business days before the initial registration deadline.

If more athletes request participation in an international event than there are open positions in an age class, USAA members who have the highest current NRS/USAT rank in that age class will be selected in order of rank until all positions are filled.

**Staff/Parents:** Must be a current USAA member in good standing and have a current USAA Range Pass (includes USAA Membership, Background Screening and U.S. Center for SafeSport training).

### **FEES:**

There will be a \$200 non-refundable sanction fee per person. The fee is for the coordination of registration, lodging, meals, ground transportation, travel insurance and if applicable uniforms. **Each person is responsible for booking and paying for their own flight arrangements.**

No payment is required to be sent with the International Event Participation Request Form. The fee will be collected with the event fees before the LOC final registration deadline. Final registration will not be submitted for anyone who has not paid their outstanding fees to USA Archery.

## **CANCELLATION POLICY:**

If, for any reason you cancel your request, or determine that you no longer want to attend this competition, before USAA wires funds to the LOC, you will receive a refund of the amount paid minus the \$200 sanction fee, travel insurance, uniforms and processing and exchange rate fees and/or late registration fees incurred by USA Archery.

If, you cancel your request, or determine that you no longer want to attend this competition, after USAA wires funds to the LOC, you will receive a refund of the amount approved and provided to USAA by the LOC minus the \$200 sanction fee, travel insurance, uniforms, processing and exchange rate fees and/or late registration fees and any additional administrative costs incurred by USA Archery for purposes of wire transfer or exchange rate differences. The LOC may or may not provide a partial refund. This same policy will also apply to events where the LOC cancels the event, however in this instance the \$200 sanction fee will be returned.

## **ADDITIONAL EXPENSES:**

In addition to the fees listed above, all participants are responsible for all fees related to required medical testing, spectator tickets, other credentials or licenses or other expenses required by the LOC. These costs vary per event and must be confirmed by the LOC. Any payments to USAA are due a minimum of seven (7) days prior to the final registration and payment deadline of the LOC.

**International Event Participation Request Form**

Requesting as (circle one):     Coach     Team Leader     Athlete

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

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

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

Address for Uniforms shipping (if applicable): \_\_\_\_\_

USAA Membership #: \_\_\_\_\_ USAA Membership Expiration Date: \_\_\_\_\_

U.S Center for Safesport Expiration Date: \_\_\_\_\_

USAA Background Screen Expiration Date: \_\_\_\_\_

Current USAA Coach Certification Level (if applicable): \_\_\_\_\_

Passport ID Number: \_\_\_\_\_ Passport Expiration Date: \_\_\_\_\_

Division: \_\_\_\_\_ Age Class: \_\_\_\_\_

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

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

Event Date(s): \_\_\_\_\_

**If you are a coach, team leader, parent or volunteer requesting a credential** you must obtain a USA Archery Range Pass (includes USA Archery Membership Background Screen and SafeSport) before USA Archery will request a credential on your behalf.

By signing below, you indicate that you are requesting to participate in an international event outside of the U.S. and agree to the terms and requirements outlined above.

\_\_\_\_\_  
Print Name of Participant

\_\_\_\_\_  
Signature of Participant

Date \_\_\_\_\_

\_\_\_\_\_  
Print Name of Parent or Legal Guardian

\_\_\_\_\_  
Signature of Parent or Legal Guardian

Date \_\_\_\_\_