

Membership & Registrant Policy

Purpose

1. The purpose of this Policy is to describe the terms and conditions of membership within Volleyball Alberta, as outlined and required by the Volleyball Alberta Bylaws, as may be amended from time to time (the “**Bylaws**”).

General

2. The conditions of membership reflect Volleyball Alberta and Volleyball Canada’s commitment to long term development and safe sport.
3. Membership is required to participate in Volleyball Alberta’s competitions, events and programs.
4. All individual Registrants must be residents of Alberta and all non-individual Registrants and/or Members must be based in Alberta. Exceptions may be granted to this requirement by requesting an exemption in writing to the Board of Directors (or designate) prior to the application for membership or registration. Exemption requests must be accompanied by the written consent of the provincial/territorial volleyball governing body of the province/territory in which the individual Registrant resides or the non-individual Registrant or Member is based (as applicable).
5. Should anything in this Policy conflict with the Bylaws, the Bylaws shall prevail.
6. Volleyball Alberta reserves the right, in its sole discretion, to waive or modify any or all of the criteria or procedures of this Policy, if it deems that waiving or making modifications to this Policy is in the best interests of volleyball in the province of Alberta.

Categories of Membership

7. Categories of membership and registration
 - a) The categories of membership of Volleyball Alberta (“**Members**”) are:
 - i. Certified Volleyball Clubs. “**Certified Volleyball Clubs**” means clubs who are a registered entity in the form of a non-profit corporation or association or a registered charity or such other form of entity as the Board of Directors may approve.
 - b) The categories of registrants or participants (“**Registrants**”) of Volleyball Alberta are:
 - i. All people employed by, contracted by, or engaged in activities with or on behalf of, Volleyball Alberta, including (as applicable), but not limited to, employees, contractors, athletes, coaches, staff, referees, volunteers, managers, administrators, committee members, parents or guardians, and directors and officers.

- ii. Non-Certified Volleyball Clubs. “**Non-Certified Volleyball Clubs**” are start-up clubs or small informal clubs existing for up to two seasons, that are not certified as legal entities, and have 30 or less competitive athletes or under 50 recreational athletes.
- iii. Registered Businesses. “**Registered Businesses**” are defined as businesses registered as a sole proprietorship, partnership, or corporation.

Requirements for Admission

8. Members (Certified Volleyball Clubs) shall:

- a) Provide proof of their not-for-profit designation and continuously maintain their not-for-profit designation;
- b) Apply as a Member in the form stipulated by Volleyball Alberta by the deadline stipulated by Volleyball Alberta;
- c) Complete the Club Approval Application Form annually and satisfy all requirements to compete in the current season of play;
- d) Make available upon request their annual financial statements to Volleyball Alberta within 6 months of their fiscal year end and supporting evidence, if requested;
- e) Endeavour to have their officer positions (for example, President, Vice President, Treasurer and Secretary) held by unrelated persons;
- f) Demonstrate proof that they maintain directors and officers insurance;
- g) Be in good standing in accordance with Volleyball Alberta’s Bylaws;
- h) Agree to all current policies and procedures as outlined by Volleyball Alberta and Volleyball Canada for their registered participants;
- i) Demonstrate that all club participants are approved individual Registrants prior to participation in Volleyball Alberta sanctioned events;
- j) Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether they, or any of their individual Registrants, are, or anticipate being, sanctioned by and/or registered under a separate (provincial or national) volleyball governing body, association or other similar entity or organization (such disclosure requirement to be in effect during the entire season); and
- k) Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether any individual Registrant’s status or results of their person in authority (“**PIA**”) check changes during the course of a membership year.

9. Individual Registrants shall:

- a) Register via Volleyball Alberta's online registration platform;
- b) Pay all membership fees;
- c) Accept (via authorized representative, if applicable) all current policies, regulations, requirements, protocols, and consent forms;
- d) Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether they are, or anticipate being, registered and/or participating under a separate (provincial or national) volleyball governing body, association or other similar entity or organization (such disclosure requirement to be in effect during the entire season); and
- e) Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether such individual Registrant's status or results of their PIA check changes during the course of a membership year.

10. Non-Individual Registrants:

- a) Non-Certified Volleyball Clubs shall:
 - i. Apply annually in a form stipulated by Volleyball Alberta by a deadline stipulated by Volleyball Alberta;
 - ii. Complete the Club Approval Application Form annually and satisfy all requirements in order to compete in the current season of play;
 - iii. Be in good standing in accordance with Volleyball Alberta's Bylaws;
 - iv. Agree to all current policies and procedures as outlined by Volleyball Alberta and Volleyball Canada for their registered participants;
 - v. Demonstrate that all club participants are approved individual Registrants prior to participation in Volleyball Alberta sanctioned events;
 - vi. Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether they, or any of their individual Registrants, are, or anticipate being, sanctioned by and/or registered under a separate (provincial or national) volleyball governing body, association or other similar entity or organization (such disclosure requirement to be in effect during the entire season);
 - vii. Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether any individual Registrant's status or results of their PIA check changes during the course of a membership year; and
 - viii. By proceeding as a Non-Certified Volleyball Club, such entity acknowledges and understands the inherent risks associated with operating as an unregistered

business entity. The Non-Certified Volleyball Club expressly assumes full responsibility for all consequences arising from such non-certified status, including, but not limited to, financial liabilities, legal exposure, regulatory penalties and any other related risks. The Non-Certified Volleyball Club agrees to indemnify any affiliated parties, including, but not limited to Volleyball Alberta, from any claims or damages resulting from such operation.

b) Registered Businesses shall:

- i. Be a registered entity, if applicable (i.e. incorporated), for the entirety of the membership year and provide proof of relevant registration, including the business license;
- ii. Disclose, as soon as reasonably practicable, any changes in the status or structure of such entity, including, but not limited to, any change of control, continuation, amalgamation, merger, dissolution, liquidation, bankruptcy, receivership, lapse or striking of corporate registration, or other similar proceedings or changes;
- iii. Provide proof of general liability insurance of no less than \$2,000,000 which shall include "Volleyball Alberta Association" listed as an additional named insured on the policy;
- iv. Be in good standing in accordance with Volleyball Alberta's Bylaws;
- v. Agree to all current policies and procedures as outlined by Volleyball Alberta and Volleyball Canada for their registered participants;
- vi. Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether they, or any of their individual Registrants, are, or anticipate being, sanctioned by and/or registered under a separate (provincial or national) volleyball governing body, association or other similar entity or organization (such disclosure requirement to be in effect during the entire season); and
- vii. Disclose, as soon as reasonably practicable, and keep Volleyball Alberta informed as to whether any individual Registrant's status or results of their PIA check changes during the course of a membership year.

Suspension, Termination, Removal, and Rejection of Application

11. Volleyball Alberta may suspend, terminate, or remove a Member or Registrant as follows:

- a) As set out in the Bylaws.
- b) Per the *Discipline and Complaints Policy*.
- c) If the Member or Registrant fails to comply with any of its requirements (including disclosure requirements) outlined in this Policy.

- d) If the Member or Registrant fails to pay member fees or other monies owed to Volleyball Alberta by a deadline specified by the Board of Directors (or designate).
 - e) If the Member or Registrant, when an organization, is dissolved or becomes insolvent.
 - f) If a Registrant, when an individual, dies.
 - g) If, in the sole discretion of the Board of Directors, it is deemed that suspending, terminating or removing an applicant is in the best interests of volleyball in the Province of Alberta.
12. Volleyball Alberta may reject an application for membership if:
- a) The Member or Registrant fails to maintain its disclosure requirements or submit any of the required information listed in Sections 8, 9 and 10 of this Policy.
 - b) The Member or Registrant deliberately provides inaccurate information on their membership application.
 - c) In the sole discretion of the Board of Directors, it is deemed that rejecting an applicant is in best interests of volleyball in the Province of Alberta.
13. When Volleyball Alberta suspends, terminates or removes a Member or Registrant, or rejects an application for membership, the decision will be governed by the *Appeal Policy*.
14. A Member or Registrant that has previously been suspended or terminated, or had their application rejected, may be approved for membership with conditions imposed. The nature and duration of the conditions are determined at the discretion of the Board of Directors or its designee.

Good Standing

15. A Member must remain in good standing as described in the Bylaws.

Voting Rights

16. Members shall have voting rights as described in the Bylaws.

Additional Benefits

17. For Certified Volleyball Clubs and Non-Certified Volleyball Clubs, Volleyball Alberta will pay invoices from our independent third-party provider related to complaints under, and violations of, the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) and/or the Alberta Universal Code of Conduct (ABUCC).
18. For Certified Volleyball Clubs and Non-Certified Volleyball Clubs, Volleyball Alberta will provide certificates of insurance upon request.

Participation in Unsanctioned Events

19. Volleyball Alberta recognizes that Members and Registrants may have opportunities and are free to participate in events not sanctioned by Volleyball Alberta or Volleyball Canada. It is important to understand the inherent risks associated with such participation, which include:
- a) Insurance Coverage: Participation in unsanctioned events will not be covered by Volleyball Alberta's insurance policies. Individuals and groups may be left without protection in the event of an accident or injury during such unsanctioned events;
 - b) Safety Standards: Unsanctioned events may not adhere to the safety standards and protocols established by Volleyball Alberta and Volleyball Canada, potentially increasing the risk of harm; and
 - c) Regulatory Compliance: These events may not comply with the rules and regulations set by recognized volleyball governing bodies, which could affect eligibility and standing within Volleyball Alberta.
20. Notwithstanding any policies and procedures that Members and Registrants may be required to follow at unsanctioned events, as members of Volleyball Alberta, all Members and Registrants must strictly comply with this Policy and all other Volleyball Alberta policies and shall comply with Volleyball Alberta's policies while participating in unsanctioned events to maintain their membership or registration in good standing. By participating in unsanctioned events, Members and Registrants acknowledge and accept that they bear all risks associated with such participation. This includes, but is not limited to, personal injury, property damage, and any legal or financial liabilities that may arise. Members and Registrants agree to indemnify and hold harmless Volleyball Alberta from any claims, demands, or actions resulting from their participation in unsanctioned events.

Dual Membership

21. If at any point during the registration process or during the current season a Member or Registrant registers with or becomes a member under a (provincial or national) volleyball governing body or association (or other similar entity, as may be determined by Volleyball Alberta's Board of Directors or its delegate from time to time, in its sole discretion) (such entity, the "**Secondary Association**"), the Member or Registrant shall, as soon as reasonably practicable, disclose such registration or membership on Volleyball Alberta's Dual Membership Disclosure Form, which will be monitored by the CEO or the CEO's delegate, such that Volleyball Alberta can assist the Member or Registrant in the facilitation of and maximize efficiencies for such dual membership or registration. For greater certainty, mere participation by a Member or Registrant in an unsanctioned event, without registration or membership with a Secondary Association, will not require disclosure as set out in this Section 21.
22. If a disclosure under section 21 is made, Volleyball Alberta will review the nature of the affiliation with the Secondary Association with a view to, among other things, assisting the Member or Registrant to: (i) understand their insurance coverage limits; (ii) mitigate risk to such Member or Registrant; and (iii) ensure continued compliance with all Volleyball Alberta policies and the

Bylaws. Volleyball Alberta may consider the nature of such affiliation in deciding whether to accept a Member's or Registrant's application for membership and/or to review the status of such Member or Registrant within Volleyball Alberta.

23. Notwithstanding any other policies, procedures or guidelines set forth by any Secondary Association, Members and Registrants must strictly comply with this Policy and all other Volleyball Alberta policies at all times, and shall comply with Volleyball Alberta's policies while participating in such Secondary Association's events, and otherwise.

Approval, Review and Amendment

24. The Board of Directors is responsible for reviewing and approving this Policy.
25. At its discretion, the Board of Directors may appoint an *ad hoc* committee to provided recommendations regarding this Policy. This Policy will be reviewed every two years or as needed.
26. This Policy was revised and approved by Volleyball Alberta and its Board of Directors on July 31, 2025. The policy will come into effect for the 2025-2026 Membership Year.