



Club Membership Application: 2018/19 Renewal

Completed applications can be emailed to rowontarioadmin@rowontario.ca
or mailed to ROWONTARIO Member Relations, 206-19 Waterman Ave. Toronto, ON M4B 1Y2

GENERAL CLUB INFORMATION		
<i>Club Name (Operating Name)</i>		
<i>Legal Club Name (if different from Operating Name)</i>		
<i>Club Location Street Address</i>	<i>City</i>	<i>Postal Code</i>
<i>Mailing Address (if different from above)</i>	<i>City</i>	<i>Postal Code</i>
<i>Main Club Contact</i>	<i>Position</i>	
<i>Club Phone</i>	<i>Club Email</i>	
<i>Website</i>	<i>Facebook</i>	
<i>Twitter</i>	<i>Instagram</i>	
<i>Club Type</i> <input type="checkbox"/> Community <input type="checkbox"/> School <input type="checkbox"/> Affiliate	<i>Club Size (All participants)</i> <input type="checkbox"/> 1-49 <input type="checkbox"/> 50-99 <input type="checkbox"/> 100-199 <input type="checkbox"/> 200-299 <input type="checkbox"/> 300+	
Rowing Programs Offered <i>Recreational</i> <input type="checkbox"/> Learn to Row <input type="checkbox"/> Youth <input type="checkbox"/> Adult <input type="checkbox"/> Adventure <input type="checkbox"/> Coastal <input type="checkbox"/> Summer Camps <i>Competitive</i> <input type="checkbox"/> High School <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Masters <i>Off-Season</i> <input type="checkbox"/> Indoor Rowing <input type="checkbox"/> Winter Camps <i>Other programs, please specify:</i>	Regattas or Events Hosted <i>Sprint Races</i> <i>Head Races</i> <i>Indoor Rowing</i> <i>Other events, please specify:</i>	
Club Description: <i>Please share a short club description or summary of your club for the ROWONTARIO website. Feel free to attach photos as well.</i>		

CLUB GOVERNANCE & ADMINISTRATION INFORMATION			
<i>Date of Club's Last Annual General Meeting:</i>		<i>Date of Club's Next General Meeting (if scheduled)</i>	
President			<i>Term Expires</i>
<i>Mailing Address</i>		<i>City</i>	<i>Postal Code</i>
<i>Phone</i>		<i>Email</i>	
Vice President			<i>Term Expires</i>
<i>Mailing Address</i>		<i>City</i>	<i>Postal Code</i>
<i>Phone</i>		<i>Email</i>	
Treasurer			<i>Term Expires</i>
<i>Phone</i>		<i>Email</i>	
Secretary			<i>Term Expires</i>
<i>Phone</i>		<i>Email</i>	
Director	<i>Role</i>		<i>Email</i>
Director	<i>Role</i>		<i>Email</i>
Director	<i>Role</i>		<i>Email</i>
Director	<i>Role</i>		<i>Email</i>
Director	<i>Role</i>		<i>Email</i>
Financial Contact – if not the Treasurer (will be sent invoices from ROWONTARIO)			
<i>Phone</i>		<i>Email</i>	
Coaching Contact (will be sent information regarding coach development and high-performance programs)			
<i>Phone</i>		<i>Email</i>	

POLICIES, PROCEDURES, & DOCUMENTS					
<i>Please indicate which of the following your club currently has in place. Any missing items can be developed with the assistance of the COAST Manager, Lisa Roddie, lisa@rowontario.ca.</i>					
Yes	No		Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	By-laws updated within last 5 years	<input type="checkbox"/>	<input type="checkbox"/>	Child Protection/Vulnerable Sector Policy
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>	<input type="checkbox"/>	Privacy Policy
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Procedures	<input type="checkbox"/>	<input type="checkbox"/>	Filed Annual Returns with CRA
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of Interest Policy	<input type="checkbox"/>	<input type="checkbox"/>	Appropriate classification of employees, independent contractors, or volunteers
<input type="checkbox"/>	<input type="checkbox"/>	Confidentiality Policy	Clubs with Employees		
<input type="checkbox"/>	<input type="checkbox"/>	Member's Code of Conduct	<input type="checkbox"/>	<input type="checkbox"/>	Workplace Violence & Harassment Policies
<input type="checkbox"/>	<input type="checkbox"/>	Code of Conduct Concerns Procedures	<input type="checkbox"/>	<input type="checkbox"/>	Health & Safety Policy
<input type="checkbox"/>	<input type="checkbox"/>	Accessibility Policy	<input type="checkbox"/>	<input type="checkbox"/>	Leaves, vacation, and, hours of work procedures

By signing below, we acknowledge our understanding and adherence to the following:

- The information submitted in this application is true to the best of our knowledge;
- If, at any time during the membership year, the information in this application is to change, a club representative will notify ROWONTARIO within 21 days;
- Our club is only eligible for membership if it is in good standing with ROWONTARIO at the time the application is received;
- As a member of ROWONTARIO, our club commits to registering all its participants with ROWONTARIO, in the correct category(ies);
- As a member of ROWONTARIO, our club must adhere to ROWONTARIO policies applicable to clubs; and
- Our club's membership for the application year will only be confirmed once this application has been approved and the \$600 Annual Membership Fee has been received.

President

Second Signing Authority

Date

Date

FEE PAYMENT			
The 2018/19 ROWONTARIO Annual Club Membership fee is \$600. Please indicate how the club would like to pay the fee:			
<input type="checkbox"/> Cheque, made payable to ROWONTARIO: <input type="checkbox"/> enclosed <input type="checkbox"/> will be mailed to 206-19 Waterman Ave. Toronto, ON M4B 1Y2			
<input type="checkbox"/> Electronic Funds Transfer. Please send the EFT and email your password to: rowontarioadmin@rowontario.ca			
<input type="checkbox"/> Online Invoice, please indicate the email to be used:			
<input type="checkbox"/> Credit Card, please complete the payment information below:			
Card Type: <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> AMEX <input type="checkbox"/> Discover			
Card Number	Expiry	CVC	Postal Code
Cardholder	Email		
Signature	Date		

For ROWONTARIO Office Use Only (Date and Initial)	
In Good Standing:	
Application Approved:	Fee Paid:
Club Notification of Application Status:	Entered: