



Iowa Volleyball Region



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Club Activation Form- Yearly

Updated: October 7, 2011

Complete the following information to register your club for the 2011-12 season. A club must have one person designated as the Club Director who will be the primary contact for the club with the region. The club director as well as club administrators must be current, full adult registered members and must have passed the USAV background screening.

This information will be entered on the online registration system (Webpoint).

CLUB NAME: _____ New Existing

Club Director: _____ New Director

Club Email: _____

Club Address: _____

City, State, Zip: _____

Web Site: _____

Club Phone: _____

Club Fax: _____

# of Anticipated Teams		
(estimates are fine)		
Age/Grade	Female	Male
18s/12th	_____	_____
17s/11th	_____	_____
16s/10th	_____	_____
15s/9th	_____	_____
14s/8th	_____	_____
13s/7th	_____	_____
12s/6th	_____	_____
11s/5th	_____	_____
10s/4th	_____	_____
9s/3rd	_____	_____
8s/2nd	_____	_____

Allow Club Administrator Online Access to:

Name: _____ **E-Mail:** _____
Sub-Club Name (if applicable): _____

Name: _____ **E-Mail:** _____
Sub-Club Name (if applicable): _____

Name: _____ **E-Mail:** _____
Sub-Club Name (if applicable): _____

Name: _____ **E-Mail:** _____
Sub-Club Name (if applicable): _____

These members will be given permission by the Region to access the Club's member information in the USAV online system. They will have complete club management access and thus be able to create teams, assign members or move members from team to team as well as email club members.

In addition to myself, I, as the above named Club Director, authorize the Iowa Region to give database access to the people listed above.



Club Director's Signature: _____

CLUB ACTIVATION NOTES

- **This form should be submitted ASAP** to allow Region Staff to update returning club's information; and enter new clubs to make them a choice for registering members (may be emailed to **carol@iavbreg.org**). New club names may be subject to change depending on existing & previous clubs. (Club and Team names must be 75 characters or less.) Staff will create the 5 digit code for the new clubs. Club directors need to be registered online before staff can associate them with the club.
- **A single team not affiliated with any other teams is a Club** and needs to complete this Club Activation Form.
- **To share players with other teams you must be clubbed (same club name and 5 digit code).** If you have **several sub-clubs combined as one large club please submit one form with one overall Club Director listed**; and the others will be given access as administrators. All the administrators will need to work together and rank all teams in each age group. **(Age level teams are to be ranked 1-9 & grade level teams A-Z.)** Team rank is part of the 11 digit team code and needs to remain unchanged throughout the season so that results are credited to the proper team.
- **All Club Directors and Administrators must be current registered full adult members**; and have a current USAV background screening to receive Club Mgmt access. To keep administrative access active into the next season returning directors & administrators (to the same club) must complete the online registration process (cleared background also) prior to 10/31 or Region staff will have to manually turn your access on again once you are current.
- Background screenings can take up to 2 weeks to process so make sure to register early if you need a screening this season (screenings are good for two seasons).
- For new clubs or facilities fill out the Facilities Insurance Request form so certificates can be issued.
- If Your Club is holding Open Tryouts please fill out a Tryout Application and return it to the Region Office so the info can be posted.