

Western Region Meeting - Sept 15th - Membership Services

TRF's - registrars should try to get them input as soon as possible. If a team is playing in sanctioned play early it must be done prior to that. Elora Fergus / Goderich / Oshawa / London Tournaments

- All TRF's must be into the system / verified/signed by coach and chq sent to the ORA prior to Nov 15th.
- Any changes to a team after the November 15th deadline, (such changes include new players, releases, contract players, late registrations) need to be brought to Membership Services and G&T Coordinators and they will go for approval by the ORA MS & G&T Committee. This is not guaranteed and can take time don't wait for the last minute.
- Any new player after Jan 8th is restricted to non-sanctioned play
- Coaches should always carry a copy of their TRF.

Information Change Forms - changes must be done prior to Jan 8th, a change to the coaching staff definitely needs to go to Coaching first - John Mezenburg

Two Team Contracts - these need to be done and handed in and approved before the player plays for the 2nd team. The final deadline for these is Dec 15th. Please don't leave till the last minute. You must ensure form properly filled out and that the playing agreement between coaches is signed and is included.

Over age Players - These are due to WRRL conveners for review and then they will be send to membership services and G&T for final approval.

Facility Audits - These are due for the Nov 15th meeting so please get them started. This includes arenas, gyms and fitness facilities, anywhere a team does workouts. These should be put on your websites for any visiting team to see. You can send these via email if you wish

Injury Forms - When an injury occurs you need to get the form filled out within 2 days and sent to the ORA office. Please cc me on these forms so I can file a copy. If these are not filed properly and an insurance claim is necessary then it may not be covered.

Address for paperwork to be sent – 68 Grenfell Cres, London, ON, N5X2M7
Membership services EMAIL - memwrra@wrra.ca

All forms can be found on the Western Region website - <http://www.wrra.ca/wrpoletc.html>
ORA Website - <http://ontario-ringette.com/administration/forms.php?sub=administration>