



LEAGUE REGISTRATION INSTRUCTIONS 2007-2008 Season.

The enclosed CD, a copy of which has been sent to all full teams from last season, contains the registration information and OISRA registration forms that teams need to complete and return to you before November 27 for your checking and then forwarding along with payment of OISRA and division dues and levies, to the OISRA secretary for arrival by December 1. **Please make yourselves aware of the team registration instructions.**

Student A1, Coach C1, and academic eligibility registration forms will be posted on the OISRA website so that team representatives can download them if so required.

Please draw to the attention of all teams that the teams OISRA indemnity insurance is registered in the name of the teams head coach, and that NO team can commence any OISRA sanctioned activity until the OISRA has received the Head Coaches C1. A copy faxed to 1-775-640-4650 will be acceptable for this part of the registration process. Volunteer V1 forms. Leagues are responsible for compiling a file of all V1 forms for team and non team volunteers. These are not to be forwarded to the OISRA. Only if there is a claim involving a volunteer will the OISRA require the proof of registration. Coaches do not fill out V1 forms.

Should you have any inquiries, please contact the OISRA Executive Director at 541 344 1549 or email Exdirector@OISRA.org.

Electronic League Registration.

League representatives are responsible for compiling their league "Master Registration" in the electronic format. The tabs relative to the league registration are Clubs, and Racers. The Club information required is simply the names of all of the teams or clubs that make up the league. The Racer register is compiled from the A1 forms of all racers in your league. The easiest way for you to accomplish this is have the teams email you their register and you simply cut and paste to get a league master copy. It is your responsibility to email, the league register to Registration@OISRA.org. Any alterations during the season must be notified by email. When sending league updates, please send as a completely new file.

Not only is the responsibility of the league representative to ensure that the electronic registration requirements as set out above are carried out, but they are also required to confirm that all team registration documents have been checked before they are forwarded to the Secretary of the OISRA.

Submitting requests for indemnity insurance to ski areas will be carried out by the OISRA.

Incident reports: Refer OISRA Policies; 4, 6, 16. Any incident resulting in injury at any OISRA sanctioned activity; team training whether on snow or not, league races or time trials, state training or racing, must be reported to the OISRA by the team coach using the OISRA incident/injury report. Race incidents must be reported by the event TD.

League SOPs: It is important that before your League activities commence this season that you submit to the OISRA preferably electronically - Registration@OISRA.org, - a copy of the current SOPs that your League is operating under. Refer Article B VI c., League Representative and Item 4 of the OISRA Policies, regarding the requirements of League SOPs.

***No resurrecting previous years forms!
Only 2007-08 forms will be accepted.***

OISRA Registration
P.O. Box 11375
Eugene OR 97440.

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