



2009 – 2010 DIRECTIVES

FISCAL YEAR: SEPTEMBER 1, 2009 THROUGH AUGUST 31, 2010

PLEASE READ CAREFULLY AND KEEP FOR FUTURE REFERENCE

You will note there are 3 different levels of clubs. You must choose the level you feel that is best suited for your club.

DIRECTIVES FOR CLUB:

1. Registration of clubs, membership applications, sanctions, and 3rd party certificates are now being done on line only. Go to www.aausports.org. Payment is by credit card only. If, for some reason you send your applications to the Southern District office they will be forwarded to the National office for processing. The District office will be able to edit your information, but not able to process applications. We will still be able to assist you with any questions you may have, so please do not hesitate to call or e-mail the SAAU office – 1-800-AAU-4-USA or 504-464-0306. E-Mail is normasaau@aol.com or normasaau@yahoo.com.
2. Clubs may have more than one team and more than one age division participating under its club membership.
3. **Boys' Basketball must have its own club membership. The same applies to Girls' Basketball.**
4. All members of a club must register under the official club name when applying for an AAU card. No nicknames.
5. All clubs should pay the 2009-2010 dues as soon as possible in order to receive information about upcoming meetings and programs. You must register on line.
6. Do not allow any coach to register his team under your club membership unless he is a bona-fide member of your organization. Your club must accept responsibility of any misconduct for any coach under its jurisdiction. If your club has several coaches participating in its program, the club's contact person should forward information of various age divisions to the coaches concerned. Also, each club must be certain that each of its coaches and athletes has a current AAU card or the club will not be covered by liability insurance if a suit involves a coach not registered for the current year.
7. Clubs cannot use "AAU" in club name or on club's checking account.

IMPORTANT: EFFECTIVE SEPTEMBER 1, 2008 CLUB MEMBERSHIPS, INDIVIDUAL MEMBERSHIPS, SANCTIONS, AND INSURANCE WILL ONLY BE AVAILABLE ON LINE. YOU MUST GO TO www.aausports.org TO REGISTER. IN THE EVENT YOU SEND YOUR APPLICATIONS TO THE DISTRICT OFFICE, THEY WILL BE FORWARDED TO THE

NATIONAL OFFICE FOR PROCESSING. IF YOU DO NOT HAVE ACCESS TO A COMPUTER PLEASE SEND APPLICATIONS AND PAYMENT TO: AAU HEADQUARTERS, P.O. BOX 22409 , LAKE BUENA VISTA, FL 32830. THIS IS A NATIONAL AAU RULE. YOU MAY STILL CALL THE SOUTHERN DISTRICT OFFICE – 1-800-AAU-4-USA or 504-464-0306 WITH ANY QUESTIONS YOU HAVE AND WE WILL HELP YOU. WE WILL STILL BE ABLE TO EDIT THE INFORMATION IN YOUR FILES, OR ADD FACILITIES TO YOUR INSURANCE AT THIS TIME.

CLUB LEVELS:

Level 1 is for incorporated or unincorporated clubs who wish to participate in AAU events, vote at the appropriate association meetings and receive a practice sanction. A major change compared to last year is that this level club will not be able to host an AAU sanctioned event. Level 1 Clubs may not use trademarks of the AAU except to say the club is a member of the AAU.

Level 2 is for incorporated or unincorporated clubs and has the same benefits as Level 1. In addition the Level 2 Club may host an AAU sanctioned event, other than practice, and may use the AAU name and trademarks for sanctioned events only.

Level 3 is only for unincorporated clubs and has the same benefits as Level 1 and Level 2. In addition the Club can become a subordinate under the AAU's Group exemption program, making the entity a tax-exempt organization. Level 3 Clubs are eligible to accept tax-exempt donations directly. Level 3 Clubs must register online. For more information on this club level, please go to www.aausports.org.

ANY CLUBS WISHING TO HOST AN AAU SANCTIONED EVENT OTHER THAN PRACTICE WILL NEED TO JOIN UNDER CLUB LEVEL 2 OR 3. SANCTION APPLICATIONS WILL NO LONGER BE ACCEPTED THROUGH THE SAAU OFFICE. YOU MUST GO TO THE NATIONAL WEB SITE – www.aausports.org AND APPLY FOR YOUR SANCTION AND PAY FOR IT WITH A CREDIT CARD. THE DISTRICT SPORTS WILL CHECK THE WEB SITE AND APPROVE OR DECLINE YOUR SANCTION APPLICATION. IT WOULD BE WISE TO SPEAK WITH THE SPORTS DIRECTOR OF YOUR SPORT FIRST AND GET A DATE BEFORE APPLYING FOR A SANCTION. THE SPORTS DIRECTOR HAS UP TO 15 DAYS TO APPROVE OR DECLINE THE APPLICATION, SO MAKE SURE YOU PLAN EARLY IF YOU WANT TO HOST A TOURNAMENT. YOU MUST FORWARD A COPY OF YOUR FLYER TO THE SOUTHERN DISTRICT OFFICE AND TO YOUR SPORTS DIRECTOR. THIS FLYER WILL BE KEPT ON FILE.

Any Club wishing to join Club Level 3, which allows the Club to become a 501(C) 3 recognized subordinate of the AAU and receive tax-exempt donations, must join online. There will be no refunds if the Club has already joined under another level.

No Clubs, incorporated or unincorporated, may use the name AAU or any derivative thereof in its Club's legal name.

REGULAR AND ADDED BENEFIT (AB) AAU CARDS:

1. Those athletes and coaches who take the regular membership cards will be provided accident insurance for all AAU supervised practices and sanctioned competition as a benefit of membership.

2. The A.B. membership provides accident insurance for athletes and coaches in all AAU practices and sanctioned events and specified non-AAU sanctioned events.
For team sports, all athletes and coaches on the team must have the same type of card – either regular or A.B. The A.B. competition must be conducted by a recognized sports association, sports organization, civic group, or school. Coverage will not extend to any unsupervised practice, or to any non-AAU sanctioned competition hosted or conducted by AAU clubs. AAU clubs must still obtain proper sanctioning when hosting or conducting competition.
3. The cost of AAU membership is as follows:

YOUTH PROGRAM

	<u>Regular Fee</u>	<u>“AB” Fee</u>
AAU Youth Athlete(Participant)	12.00	14.00
AAU Non Athlete-	14.00	16.00
Example: Administrator/Bench Personnel/Coach/Instructor/ Manager/Official/Team Leader/ Tournament Director/Volunteer/Other		

ADULT PROGRAM - (Ages 21 and Over)

	<u>Regular Fee</u>	<u>“AB” Fee</u>
AAU Adult Athletes(Participants) Adult Athletes in the following Sports: Aerobics, Baton Twirling, Dance, Golf, Jump Rope Physical Fitness, Physically Challenged, Swimming, Table Tennis, Tennis And Volleyball	12.00	14.00
Adult Athletes (Participants) in the following Sports: Athletics, Baseball, Basketball, Gymnastics, Softball, Surfing, Trampoline & Tumbling and Weightlifting	22.00	25.50
Adult Athletes (Participants) in the following Sports: Chinese Martial Arts, Judo, Jujitsu, and Karate	Not Available	27.00
Adult Athletes (Participants) in the following sports: Field Hockey, Flag Football, Inline Hockey, Soccer, and Wrestling	22.00	27.00
Adult Athletes (Participants) in Powerlifting	32.00	37.00

Adult Athletes (Participants) in Taekwondo	22.00	Not Available
---	-------	---------------

ADULT PROGRAM – NON ATHLETES –

ALL SPORTS Example: Administrator/Bench Personnel

Coach/Instructor/Manager/Official/Team Leader/

Tournament Director/Volunteer/Other 14.00 16.00

NOTE:

NO AAU CARD NUMBERS WILL BE GIVEN OVER THE TELEPHONE. PLEASE DO NOT REQUEST THIS. YOU MUST HAVE CARD NUMBERS TO SEND IN WITH ENTRY FEES TO TOURNAMENTS. MOST ENTRY DEADLINE DATES ARE SET 3 WEEKS BEFORE TOURNAMENT DATES. TOURNAMENT DIRECTORS WILL BE INSTRUCTED NOT TO ALLOW TEAMS TO PARTICIPATE WITHOUT PRESENTATION OF AAU CARDS.

SPORTS ACCIDENT INSURANCE FOR REGULAR OR AB AAU MEMBERSHIP PROGRAMS:

1. Persons insured – each registered athlete, coach and volunteer or AAU while involved in supervised practice or AAU competition.
2. Benefits – This insurance is excess or secondary coverage. If the insured person has no other medical insurance, then AAU’s coverage becomes primary and will provide benefits.
3. Deductible - \$ 200.00 deductible per accident for an injured person.
4. Regular AAU card is for injuries in AAU sanctioned events only.
5. AB AAU card is for injuries in specified non-AAU sanctioned events and AAU sanctioned events.
6. Do not tell athlete or parent that the registration fee is for insurance. It is not. It is for membership in AAU and one of the benefits is limited accident insurance. Be sure to inform parents of the \$ 200.00 deductible.
7. The Club Membership card is not an insurance card and no attempt should be made by any individual to use it as one.
8. It is the responsibility of the Club Representative to obtain an Incident form by going on line or call the SAAU office and one will be sent to the Club Representative or coach. The Incident Form must be filled out and signed by the Club Representative or Coach and sent to the Insurance Company with copies of any bills the parent may have. Once the insurance company receives the Incident Form they will contact the parent or guardian.
9. AAU members are covered by AAU’s insurance from the date of registration until August 31,2010. If an Athlete participates in an event and does not have a current AAU membership card, AAU is not liable for any medical bills should an injury occur.
10. Please remember: For insurance purposes, all members of team sports, including coaches, bench personnel, or anyone listed on the roster, must have the same type AAU card – either regular or AB. Please make sure everyone on a team has the same type coverage!

SANCTIONS:

1. Only Level 2 and 3 clubs will be allowed to host events.
2. Check with your SAAU Sport Director for approval of selected dates.
3. Sanction application and fees, must be submitted via the internet. Go to www.aausports.org to apply for a sanction. Payment is to be made with credit card. The Sports Director will approve or decline the event.
4. **NOTE: SANCTION NUMBER MUST BE PRINTED ON TOP OF FLYER.** Since SAAU Championship Tournaments should give AAU medals which must be purchased 30 days in advance, you must have a sanction number to do so. Therefore, sanctions must be applied for 6 weeks in advance.

5. Please note: The National Office has determined the sanction fees to be as follows:

Youth Sanction:	\$50.00 per Day up to a Maximum of 7 Days
Adult Sanction:	\$50.00 per Day up to a Maximum of 7 Days <u>Plus \$20.00 per application</u>
Youth and Adult (Both) (Combination Sanction)	\$ 50.00 per Day up to a Maximum of 7 Days <u>Plus \$ 20.00 per application</u>

6. At every AAU sanctioned tournament, the tournament director, or someone appointed by him, should check birth certificates and AAU cards for each athlete and coach. If cards are not checked at AAU sanctioned events and an athlete or non-athlete is injured and files a suit for damages, the club will not be covered by AAU Liability Insurance. If, when your club hosts a tournament and more than one site is used, the Tournament Director should designate a club representative to be present at each site. However, a coach whose team is participating in the tournament cannot serve as a Tournament Director or Assistant. If you find that sanction rules are not carried out, please notify Southern District Office and we will look into the matter. However, we will not honor anonymous calls.

AAU CLUB INSURANCE CERTIFICATE PROGRAM:

There are several different certificates in the event you need to show proof of insurance to the facilities where you are practicing or having a tournament:

1. **GENERIC INSURANCE CERTIFICATE** – Available for all member clubs at no cost and is their “Proof of Insurance” This certificate does not list or name any facilities as Additional Insured. A valid club code is required to receive this certificate.
2. **AB INSURANCE CERTIFICATE** – Available for all AB member clubs at no cost and is their “AB” Proof of Insurance. This certificate does not list or name any facilities as additional insured. A valid Club Code is required to obtain this certificate.
3. **THIRD PARTY PRACTICE INSURANCE CERTIFICATE**- (The third party is also known as a certificate holder, additional insured, named insured.) This certificate is for all member clubs, (fee required) that need to specifically name the school, gym facility, venue, site, etc that the club uses for practice. You will need a valid club code to apply for this certificate.
4. **THIRD PARTY SANCTIONED EVENT INSURANCE CERTIFICATE**- (The third party is also known as a certificate holder, additional insured, named insured.) This certificate is for all member clubs(fee required) hosting a sanctioned AAU event that need to specifically name the school, gym, facility, venue, site, etc being used for the event. The Event Sanction must have been approved and assigned an Event Sanction code in advance of the request

INSURANCE CERTIFICATES WITH THE FACILITY NAME LISTED STILL REQUIRE YOU TO COMPLETE THE REQUEST FORM AND SUBMIT THE FEES TO THE NATIONAL AAU OFFICE FOR PROCESSING.

ATHLETE RELEASE:

If an athlete wishes to change his registration from one SAAU Club to another, he must obtain a release from SAAU Registration Chairman, Mr. Malcolm "B" Brian, Jr., 1737 Silliman Drive, Baton Rouge, LA 70808. Requests must be in writing from the athlete or parent (if athlete is a minor) and must give reasons for asking for a transfer. No requests can be handled by phone, other than to verify procedure.

PARTICIPATION IN AN ADJOINING DISTRICT:

302.3 Representation: An athlete may elect to participate in his District of bona fide residence or an District which geographically adjoins that District : **EXCEPTION:** In team sports, a maximum of three (3) athletes may participate with a team from an adjoining District (s). Team sports include baseball, Basketball, field hockey, flag football, hockey (ice and inline), soccer, softball, and volleyball.

This means:

1. An athlete must register in the District where s/he resides.
2. An athlete has the choice to participate in his/her AAU District or in an AAU District that adjoins his/her District . Permission from the Registration Chair, Sports Chair, etc., is not required to play in an adjoining District. .
3. In a team sports, a maximum of 3 players from outside the District conducting the competition may be on the roster. For example, in a Southeastern AAU event, a team could have 1 player who is resident and registered with the Arkansas District ; 1 player who is a resident and registered with the Southern District ; and 1 player who is a resident and registered with the Georgia District (not 3 from each District).

For any information dates of Tournaments, and any other questions you many have please contact the Southern District office between the hours of 6:00AM and 8:00AM and after 6:00 P.M. Sunday through Saturday.

If I am not in, please leave a message and I will return your call. Please speak slowly and clearly, being sure to give your area code.

Attached you will find forms that you may need to help with AAU matters. If you need additional information or assistance, please contact me at the District office or e-mail me. Remember, I am here to help you and no question you may have will be ignored. If I don't know the answer I will find out who to get in touch with to give you the right answer.

In the future, as a courtesy to Southern Association, please notify the SAAU office if you plan to submit a bid to AAU to host a National AAU Tournament in either Louisiana or Mississippi.

I am looking forward to working with everyone again this year!

Sincerely,

Norma Jean Treigle –Treasurer/Office Manager

P.O. Box 73490

Metairie, LA 70033-73490

ADDRESS FOR SENDING FEDERAL EXPRESS MAIL OR UPS:

SAAU/Norma Jean Treigle

3244 Massachusetts

Kenner, LA 70065

Telephone: (504)464-0306

(504)1-800-AAU-4-USA (In LA or MS)

Fax: (504)443-1967

E-Mail Address: normasaau@aol.com

Or normasaau@yahoo.com.