



**UNDERTAKING form STAC SANCTIONED CLINIC      Saskatchewan Triathlon Non Profit No. 207612**

**Please print neatly and complete in full.**

To:     The Saskatchewan Triathlon Association Corporation (“STAC”)  
          PO Box 32080  
          Regina, SK S4N 7L2  
          Completed Forms may be emailed to: [info@triathlonsaskatchewan.org](mailto:info@triathlonsaskatchewan.org)

From: \_\_\_\_\_  
          *(Print name of Event Coordinator/Coach)*

Organization (if applicable): \_\_\_\_\_  
  *(Insert name of organization)*

WHEREAS pursuant to a sanction application agreement, dated as of \_\_\_\_\_ (The “Agreement”), by and among the STAC and the Event Coordinator/Coach, and as a material part of the consideration thereof and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Event Coordinator/Coach hereby undertakes and agrees as follows:

1. The Event Coordinator/Coach hereby agrees to perform and abide by the conditions and criteria of the STAC including, without limitation, the following documents, a copy of which the Event Coordinator/Coach hereby acknowledges obtaining:
  - a. Facility and or area map of activities must be provided if activities occur outside the responsibility and visibility of a supervised public recreation facility. i.e a public swimming pool. If activities occur in an unsupervised field or area, area maps must be provided.
  - b. Completed copy of Event Coordinator/Coach biography for STAC’s records. This document need only be provided upon the Event Coordinator/Coach’s first booking. For all subsequent sanctioned clinics, the Event Coordinator/Coach need only indicate updates on the booking form.
  - c. STAC requires all sanctioned coaches to have completed at a minimum the Youth Community Triathlon Coaching Course or the Adult Community Triathlon Coaching Course.
  
2. All STAC bylaws and policies in place (such as the equipment rental policy) at the time of signing.

3. The Event Coordinator/Coach agrees to adhere to the NCCP Code of Ethics which are based on four fundamental principles of (1) Respect for Participants/Athletes, (2) Coaching Responsibility, (3) Maintaining Integrity in Relationships and (4) Honouring Sport. Visit the STAC web site for more information on the NCCP Code of Ethics.

4. The Event Coordinator/Coach further undertakes and agrees to pay all outstanding Sanction Fees no later than 30 days prior to the date of the event, and to submit the post event report, day fees collected, day member listing, and any accident/incident report forms (if applicable) within 14 days of the event.

5. All participants of any STAC sanctioned clinic or race are required to have a current STAC membership for the duration of the event in question. It is the responsibility of the Event Coordinator/Coach to ensure this information is transmitted to all participants. Memberships can be purchased through the STAC Web Site at [www.triathlonsaskatchewan.org](http://www.triathlonsaskatchewan.org).

This Undertaking shall be enforceable against the successors and assigns of the Event Coordinator/Coach, and shall ensure to the benefit of the successors and assigns of the STAC.

IN WITNESS WHEREOF, this Undertaking has been duly executed and delivered by the Event Coordinator/Coach on the date first written above. *(If the Event Coordinator/Coach is a society/corporation, an Authorized Signing Officer must sign on behalf of the society/corporation).*

\_\_\_\_\_  
(Signature of Event Coordinator/Coach)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Printed name of Event Coordinator/Coach)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Witness)

<b>Saskatchewan Triathlon Sanctioning Approval (office use only):</b>	
_____ (printed name)	_____ (Signature of STAC Representative)
Name of Event: _____	Date(s) of event: _____

**EVENT INFORMATION**

**(Please print neatly and complete in full)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ PC : \_\_\_\_\_

Phone (h): \_\_\_\_\_ Phone (w): \_\_\_\_\_ Phone (C): \_\_\_\_\_

Email: \_\_\_\_\_

List all Coaches who will assist athletes at the event:

_____	_____
_____	_____
_____	_____

**Publication Information of Event:**

*STAC will promote your event on our web site under our Upcoming Events section and on our Face Book Page. STAC will also offer further promotion if space is available in our monthly newsletter sent to all of our provincial members and through our twitter feed.*

Name of Event: \_\_\_\_\_

Contact information you have agreed to be made public:

Phone Number(s): \_\_\_\_\_

Location(s) of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

Email: \_\_\_\_\_

Web Site: \_\_\_\_\_

URL for On Line Registration if Available: \_\_\_\_\_

Number and age range of expected clinic group: \_\_\_\_\_

Description of Event (provide as much detail as possible):

Medical Emergency Plan:

Having a proper medical emergency plan is a requirement for hosting a STAC sanctioned clinic. We advise all of our coaches to have current CRP/First Aid training. A first aid kit must be present at all STAC sanctioned events. Be prepared for the unexpected!

Please describe your Medical Emergency Plan:

Updates to the Coaching Background of the Event Coordinator/Coach:

All head coaches hosting STAC sanctioned clinics must have completed as a minimum either the NCCP Youth Community Triathlon Coaching Course or the NCCP Adult Community Triathlon Coaching Course. Please provide here for our records, any coaching education programs or courses you have completed since submitting your biography to STAC.

Coaching without having completed one of the two courses at a STAC sanctioned clinic is permissible if the coach in question is only assisting a STAC sanctioned coach at the clinic. All coaches, even those who are assisting must complete the coach application.