

Policy Section	Change	Policy Version #	Date Approved	Effective Date
All	New Policy	1	Feb 25, 2023	Feb 25, 2023

28.0 Membership Policy

28.1 Purpose

28.1.1 The purpose of this Policy is to describe the rights, conditions and obligations for ascertaining, renewing and maintaining membership within Ringette Alberta.

28.2 Scope and Application

28.2.1 This policy applies to all prospective members and Members as defined in Ringette Alberta's Bylaws.

28.3 Membership Year and Dues

28.3.1 Membership within Ringette Alberta is granted on an annual basis and will terminate each year, subject to re-registration in accordance with this Policy and Ringette Alberta's Bylaws. Membership dues are established annually at the discretion of Ringette Alberta's Board of Directors.

28.4 Membership Eligibility and Admission

28.4.1 A prospective Member or renewing member must meet the membership eligibility and admission requirements as described in Ringette Alberta Bylaws and:

28.5 General

- 28.5.1 Annually appoint an individual to act as the point of contact
- 28.5.2 Complete Ringette Alberta Membership Application
- 28.5.3 Provide all required information and documentation as requested/required by Ringette Alberta, including but not limited to:
- 28.5.4 Proof the Group Member has Completed the True Sport Declaration (must appear on TrueSport.ca)
- 28.5.5 All Board members of the Group Member must have completed the True Sport Declaration (must appear on TrueSport.ca)
- 28.5.6 At all times, the Group Member must have at least 2 Directors who have completed a "governance" course as determined by Ringette Alberta

28.6 Registration of Participants

- 28.6.1 Annually register with Ringette Alberta all participants (athletes, coaches, and officials and others affiliated with the Member by providing all information requested which will, at a minimum, include:
 - a) Designation (Athlete, Coach, Official, Director, Administrator, etc.)

- b) Name
- c) Address
- d) Telephone number
- e) Email
- f) Date of Birth
- g) All other participant information required for reporting to government agencies.

28.7 Compliance with Policies and Bylaws

- 28.7.1 Adhere to all Ringette Alberta's governing documents, policies and procedures and relevant Ringette Canada policies and procedures.
- 28.7.2 Adherence and abidance to Ringette Alberta policies and procedures that govern all manners of complaints, related discipline, and safety of athletes, coaches, and officials.

28.8 Renewal of Membership

- 28.8.1 No Member will be accepted or renewed as a Member, unless:
 - a) The potential Member has paid membership dues owing from any previous membership period;
 - b) If, at the time of applying for membership the potential Member is a Member in Good Standing as defined in this Policy, unless approved otherwise by the Board; and
 - c) The potential Member meets the requirements listed in Ringette Alberta's Bylaws and in this Policy.

28.9 Good Standing

- 28.9.1 A Member of Ringette Alberta will be in good standing provided that the Member complies with the requirements defined in Section 2.22 (numbering to be confirmed based on new bylaws approval process) of the Ringette Alberta Bylaws.
- 28.9.2 Members who cease to be in good standing will be subject to Section 2.24 (numbering to be confirmed based on new bylaws approval process) of the Ringette Alberta Bylaws.

28.10 Termination of Membership

- 28.10.1 Membership in Ringette Alberta will terminate in accordance with Ringette Alberta's Bylaws.

28.11 Interpretation

- 28.11.1 In the event that this Policy conflicts or contradicts Ringette Alberta's Bylaws, the Bylaws shall take precedence.

28.12 Membership Renewal Application

- 28.12.1 Members seeking membership will comply with the following:
 - a) Complete Ringette Alberta Membership Application in full by (insert date determined by the Board)
 - b) Submit to Ringette Alberta a copy and any updates of the Members's bylaws.

- c) Submit to Ringette Alberta a copy of the Member's financial statement (prepared in accordance with the Societies Act or other relevant Act) presented at the Member's last annual general meeting
- d) Submit and ensure a current and up-to-date contact list is provided to Ringette Alberta listing all of the Member's Board of Directors and/or shareholders/partners (as applicable)
- e) Submit to Ringette Alberta any other information requested by Ringette Alberta.

28.13 Acceptance of Membership

28.13.1A Member will be renewed as a Member if the Member meets the following conditions:

- a) Completed and submitted all documents as described herein
- b) Paid all required fees
- c) The Member is in good standing at the time of ceasing to be a Member and at the time of renewal;
- d) The Member has met the applicable definition listed in Ringette Alberta Bylaws; and
- e) The Member has been approved by Ringette Alberta.

28.14 Waiver of Requirements

28.14.1 Ringette Alberta reserves the right to waive any condition or obligation described within this Policy at their sole discretion and such waiver does not preclude future exercise of such condition or obligation.