



## Team Registration Checklist

Please refer to this checklist to ensure that your team registration paperwork is complete when submitted to the IEA membership office. All completed applications will be processed in the order in which they were received. **Please allow 10 business days for processing.** Coaches will receive an email with a link to their team rosters providing proof of membership.

Please note that all members are expected to have read, and be familiar with, the **2021-2022 IEA Rules and Regulations**, as well as the **IEA Bylaws** and **Addendum** available on the IEA website: <https://www.rideiea.org/rules/>

A Complete Team Registration includes:

- Team Application w/ signature and membership fee
- At least three Rider Applications w/ parent signatures and membership fees for upper school,  
**and/or**
- At least three Rider Applications w/ parent signatures and membership fees for middle school
- Coach's application w/ signature and membership fees, **plus**
  - Proof of Insurance - see Rule 2303.1 - page 8 for details [https://www.rideiea.org/rules/Certificate of Insurance or Equisure Application and Fee](https://www.rideiea.org/rules/Certificate%20of%20Insurance%20or%20Equisure%20Application%20and%20Fee)
  - SafeSport Certificate <https://www.rideiea.org/forms/safesport/>
  - Achieve 80% or better on the IEA Adult Quiz
- Show application(s) - Rule 2302 - page 7 <https://www.rideiea.org/rules/>  
*\*This requirement does not apply to teams in their first year of membership.*

Contact the Membership Office for more information or help.

877-RIDEIEA

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