



Team Registration Checklist

Please refer to this checklist to ensure that your team registration paperwork is complete when submitted to the IEA Membership Office.

New this year!!! IEA is implementing electronic signatures on all membership applications. Applications with wet signatures are no longer being sent to the IEA Membership Office.

A complete Team Registration includes:

_____ Online *Team Application* and membership fee

_____ At least three online *Rider Applications* and membership fees for upper school riders.
(grades 9 – 12)

and/or

_____ At least three online *Rider Applications* and membership fees for middle school riders
(grades 4 – 8 - Member must be at least 9 years old)

_____ Online *Coach Application* and membership fee, **plus**

_____ Proof of Insurance - ***Certificate of Insurance or Equisure Application and Fee***
See Rule 2303.1, page 8, for details <https://www.rideieaw.org.org/rules/>

_____ SafeSport Certificate <https://www.rideieaw.org/forms/safesport>

_____ Achieve 80% or better on the IEA Adult Quiz

_____ Show Hosting Application & Event Insurance – Rule 2302 – page 7 <https://www.rideiea.org/rules/>
**This requirement does not apply to teams in their first year of membership unless joining with individual members who have been a member in the past.*

All completed online 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 **2022 - 2023 IEA Rules and Regulations**, as well as the **IEA Bylaws** and **Addendums** available on the IEA website:
<https://www.rideiea.org/rules/>

Please contact the IEA Membership Office with any questions.

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