



Definitions

1. Member: those entities meeting the definition of Member that are admitted as Members (Provincial/Territorial Sport Organizations - PTSO) of the Corporation under the Cheer Canada Bylaws.
2. Registrant: individuals who are registered with their PTSO and Cheer Canada who are engaged in activities that are provided, sponsored, supported and/or sanctioned by a Member (PTSO) and may include, but are not limited to recreational and competitive athletes, members of national teams, coaches, officials, event organizers, administrators of provincial and territorial clubs, and volunteers who serve on club executives, committees and boards of directors. Registrants must be registered with Cheer Canada through a Member.

Purpose

3. The purpose of this Policy is to describe the application, rights, conditions, and obligations for registration and membership within Cheer Canada.

Scope and Application

4. This policy applies to all Members and Registrants.

Membership / Registrant Year and Dues

5. Membership and registration within Cheer Canada is granted on an annual basis beginning July 1st and terminating on June 30th of each year, subject to renewal in accordance with this Policy and Cheer Canada's Bylaws. Membership and registrant dues are established annually at the discretion of Cheer Canada's Board of Directors.
6. Membership and registration closes as of midnight on June 30th. Registrant and member numbers will be recorded as of Midnight on June 30th and will be used to calculate voting privileges at the AGM.

Membership - General

7. All Members must:
 - a) have a head office or business address located in Canada (only one per province will be accepted),
 - b) have a membership consisting of a minimum of (5) Registrants,
 - c) pay the annual membership fee along with any registrant fees collected by Cheer Canada's Fiscal year end (June 30th) of that membership year,
 - d) use Cheer Canada's registration system where all registrants are tracked (athletes, coaches, admin, etc); or an alternative registration system if deemed necessary by provincial funding requirements or laws. When an alternate program is required, the Member will be responsible for any additional costs incurred and the Member will be required to send Cheer Canada the demographic and / or other relevant data that is allowed by Provincial Regulations. That member will be invoiced quarterly based on registrant numbers from the past season,
 - e) accurately report their registration and membership numbers annually to Cheer Canada.

Membership Category - Provincial/Territorial Member

8. A Provincial/Territorial Member must meet the following requirements:
 - a) Provincial/Territorial Members will provide, upon registering, an up to date list of all Board and Staff Members including board/staff position, term of office, and contact information,
 - b) Provincial/Territorial Members must provide annually a current certificate of insurance showing a minimum of \$2,000,000 CAD Commercial General Liability for their organization. Cheer Canada shall be named on the certificate of insurance as an Additional insured,
 - c) Provincial/Territorial Members must submit an up to date copy of their Bylaws and Annual Meeting Minutes. (including contact method for at least two board / staff members).

Application or Renewal of Membership (Provincial/Territorial Member)

9. The following steps are required to apply or renew as a Provincial / Territorial Member:
 - a) Complete an application for membership in a manner prescribed by Cheer Canada,
 - b) Agree to comply with, and meet the requirements of, the Bylaws, policies, procedures, rules and regulations of Cheer Canada,

- c) Pay membership dues owing from any previous membership period,
- d) Be a Member in Good Standing as defined in Cheer Canada's Bylaws, unless approved otherwise by the Board, and
- e) Meet the requirements listed in Cheer Canada's Bylaws and this Policy.

Minimum Requirements for Maintenance / Renewal

10. Members must comply with the following minimum requirements to maintain and renew membership within Cheer Canada:
 - a) Be recognized as the governing body for Cheerleading within its Province or Territory, and maintain such recognition;
 - b) Require all Registrants (clubs/teams, players, coaches/coaches-in-training, judges and/or other designation) to register with Cheer Canada and pay related fees;
 - c) Appoint two individuals to act as the Member's point of contact;
 - d) Submit the Member's contact information including address, telephone number, email and web address to Cheer Canada;
 - e) Make available upon request a copy of the Member's most recent constitution (if applicable), Bylaws, rules, regulations, policies and procedures;
 - f) Make available upon request a copy of the Member's audited financial statement for the last completed fiscal year, as well as, a copy of the Letters Patent (or equivalent) indicating Not-for-Profit status;
 - g) Ensure that a dispute resolution mechanism for complaint and discipline management is in place and reported through the structure outlined in the Reciprocation Policy; and
 - h) In a timely fashion, submit any other information reasonably requested by Cheer Canada.

Good Standing (as per Cheer Canada Bylaws section 2.13 and 2.14)

9. A Member of Cheer Canada will be in good standing provided that the Member:
 - a) Has not ceased to be a Member,
 - b) Has not been suspended or terminated from membership, or had other restrictions or sanctions imposed,
 - c) Has completed and remitted all documents as required by Cheer Canada,
 - d) Has complied with the Bylaws, policies, procedures, rules and regulations of Cheer Canada,
 - e) Is not subject to a disciplinary investigation or action by Cheer Canada, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Cheer Canada Board, and
 - f) Has paid all required membership dues or debts to Cheer Canada, if any.

10. Members who cease to be in good standing may have privileges suspended, will not be entitled to vote at meetings of Members, and will not be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing as set out above.

Membership Rights and Privileges

11. Members in good standing are entitled to:
 - a) Receive communications and up to date financial reports from Cheer Canada;
 - b) attend Cheer Canada's Annual and Special Meetings;
 - c) Nominate and vote for Cheer Canada Directors, in accordance with the Cheer Canada Bylaws;
 - d) Call a Special Meeting at any time, with no less than five percent (5%) of the Members, upon written request;
 - e) Remove a Director by ordinary resolution of the Members at an Annual Meeting or Special Meeting, provided the Director has been given proper notice and the opportunity to respond at a meeting duly called for that purpose;
 - f) Amend the Bylaws in accordance with the Act; and
 - g) Any other rights and privileges as outlined in the Cheer Canada Bylaws.

Member and Registrant Benefits

12. Member benefits are included but not limited to:

- a) Registration and listing of Members on Cheer Canada website and listing of registrants in Cheer Canada's database;
- b) A voting representative included for each member at Cheer Canada member meetings;
- c) Ability to add items to the Cheer Canada Annual Meeting agenda at least 60 days prior to the meeting as per Cheer Canada Bylaws;
- d) Ability to participate in the member forums;
- e) Opportunity to have coaches and officials participate in Cheer Canada training and education events;
- f) Registration as a member of Cheer Canada, contributing toward national sport status and potential Olympic Eligibility;
- g) Eligibility to attend National Championship if qualified;
- h) Advocacy and promotion of the sport nationwide;
- i) Recommended safety / coach requirement standards; and
- j) Access to scoring materials, officials training, and industry standard documents nationwide.

13. Registrant benefits are included but not limited to:

- a) Cheer Canada registrant number through registration with a member and Cheer Canada;
- b) Eligibility for all Cheer Canada national teams and development programs if qualified and selected;
- c) Eligibility for all ICU WSCC and UWCCC bids;
- d) Eligibility for individual Funding (depending on province / territory);
- e) Eligibility for reduced Insurance Programs (depending on province / territory);
- f) Eligibility to participate on Cheer Canada committees; and
- g) All fees go toward paying for communal goods that benefit all Members and Registrants (Sanctioned events, scoring processes, developed coach credentialing programs depending on province / territory).

Withdrawal and Termination of Membership

14. Membership in Cheer Canada is terminated when:

- a) The Member dissolves;
- b) The Member fails to maintain any of the qualifications or conditions of membership described in Section 2.2 of the Bylaws;
- c) The Member resigns from the Corporation by giving written notice to the Secretary, in which case the resignation becomes effective on the date specified in the resignation. All fees outstanding at the date of withdrawal shall continue to remain payable to the Corporation until fully paid;
- d) By Special Resolution of the Board or of the Members at a properly convened meeting, provided thirty (30) days' notice is given and the Member is provided with reasons and the opportunity to be heard. Notice will set out the reasons for termination of membership and the member receiving the notice will be entitled to submit a written submission opposing the termination. Termination of a Member requires a special resolution of the members; or
- e) The Corporation is liquidated or dissolved under the Act.

Registrants

15. Cheer Canada has the following categories for Registrants:

- a) Program
 - i. Participates in or supports the activities of Cheer Canada,
 - ii. Is registered with a Member,
 - iii. Registers through the Cheer Canada Membership System or approved alternative with their PTSO.
- b) Athlete
 - i. Participates in the activities of Cheer Canada as an athlete,
 - ii. Is registered with a Member,
 - iii. Registers through the Cheer Canada Membership System or approved alternative with their PTSO.
- c) Coach

- i. Trains or coaches a team of athletes (Registrants),
 - ii. Meets the age requirements / coaching credentials to coach the team,
 - iii. Meets current Provincial and National Organization certification requirements,
 - iv. Obtains and submits to PTSO a police record check / vulnerable sector check as required by Cheer Canada's Screening Policy,
 - v. Registers through the Cheer Canada Membership System or approved alternative with their PTSO.
- d) Manager & Administrator
- i. Assists as a program administrator or supports coaches or sits on the Board of a club,
 - ii. Obtains and submits to PTSO a police record check / vulnerable sector check,
 - iii. Registers through the Cheer Canada Membership System or approved alternative with their PTSO.
 - iv. Cheer Canada staff or board / committee member who cannot register through their PTSO as non-affiliated individual due to PTSO bylaws.
- e) Officials
- i. Judges or officiates Cheerleading competitions,
 - ii. Obtains and submits to PTSO a Cheer Canada officiating certification or other provincially recognized official training certification,
 - iii. Registers through the Cheer Canada Membership System or approved alternative with their PTSO.
- f) Non-Affiliated
- Note: This is not to be used for businesses or partners. This is in place for athletes or other individuals that wish to be Registrants of Cheer Canada but are not affiliated with a school or club.
- i. A Registrant that is not registered with a school, club or partner,
 - ii. May be used to satisfy the membership requirement of the National Team Program,
 - iii. Registers through the Cheer Canada Membership System or approved alternative with their PTSO,
 - iv. Volunteers with Cheer Canada or PTSO and does not meet the requirements of any other Registrant category (eg., PTSO Director, Cheer Canada Director, Committee Volunteer).
- g) Honoured
- i. An individual who the Awards Committee has recognized and awarded with an Honorary Membership,
 - ii. Cheer Canada will be responsible for these Registrants through the Cheer Canada Membership System.

Registrant Dues

16. Registrant dues are established annually at the discretion of Cheer Canada's Board of Directors.

Registrant Discipline and Termination

17. Cheer Canada may discipline and terminate Registrants pursuant to its Bylaws and policies and procedures, in particular the Discipline and Complaints Policy.

Communications

18. All communications to Cheer Canada are to be sent via email or telephone and not via social media.

Privacy

19. Cheer Canada will comply with applicable privacy legislation and Cheer Canada's Privacy Policy.

20. Members will comply with applicable Provincial and Federal Privacy Laws as it pertains to registrant data and will manage in accordance with the Cheer Canada Privacy Policy.

Interpretation

21. In the event that this Policy conflicts or contradicts the Bylaws of Cheer Canada, the Bylaws shall take precedence.