



# **2023-2024 Registration Handbook**



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## OVERVIEW

### 1 Gymnastics Ontario

**Gymnastics Ontario** is the sport's governing body in Ontario. We work with our member clubs to help them provide a broad range of programs and services to meet the needs of all participants.

Gymnastics Ontario also sets operating standards and practices, from coaching certification and athlete preparation, to ensuring optimal safety and ethics in the sport. We develop training programs and oversee the organization and running of competitions which help elevate the skill levels of everyone involved including athletes, coaches, the club owners, club administrators, directors, volunteers and parents.

<b>Mission</b>	Gymnastics Ontario advocates, promotes and leads the development of quality programs and serves to enhance foundational movement, achieve athletic excellence and foster lifelong fitness for all participants.
<b>Vision</b>	To Generate Gymnastics 4 Life
<b>Values</b>	Collaborative Leadership, Shared Transparency, Philosophy of Fairness, Diversity of Involvement, Gymnasts Centred Culture

## 2 Membership Benefits

As a member of Gymnastics Ontario, you join a great community of nearly 200 clubs and over 100,000 individual members. Registered members of Gymnastics Ontario are considered members of the sport's national governing body, [Gymnastics Canada](#).

### Athlete Benefits

- Invitational/Interclub competitions
- Qualifying system (Qualifiers/Cups/Ontario Championships/Elite Ontario)
- Tour Selection and Tour
- National Cup/Elite Canada/Canada Cup
- Eastern and Canadian Championships
- Demonstration opportunities and Gymnaestrada
- Training camps and clinics
- Quest for Gold and other grant initiatives
- Insurance coverage (Gallagher)

### Coach Benefits

- NCCP coach education training
- Respect in Sport online training
- Awards recognition
- Annual Coaching Congress
- Learning Facilitator training program
- Coaching clinics and forums
- Coach resources (High Five, Sport for Life, Coaching Association of Canada)
- Annual and Bi-Annual Technical Assemblies
- Insurance coverage (Gallagher)

### Judge Benefits

- Ontario Development Program Assessors Certification Course
- Beginners and Intermediate Judging Education courses
- Maintenance Judging Clinics
- Long Time Service Awards
- Insurance coverage (Gallagher)

### Club Benefits

- Registration management system (Uplifter Inc)
- Employee group benefits program
- Club resources (True Sport, High Five, Safe Sport, Happy Gymnastics)
- Business support
- Participate in Gymnastics Ontario's Annual General Meeting
- Event management systems (KSIS and Integrated Sports Systems)
- Awards recognition
- Music license partnership with Gymnastics Canada
- Insurance coverage (Gallagher)

### 3 Important Contacts

CEO, Dave Sandford 647-598-8941  
ceo@gymnasticsontario.ca

#### Administrative Services

Education Manager, Danielle Hilliard 647-598-4084  
education@gymnasticsontario.ca

Events Manager, Jenna Gleza 647-598-4094  
events@gymnasticsontario.ca

Finance Manager, Siobhan Covington 647-598-8734  
scovington@gymnasticsontario.ca

Marketing Manager marketing@gymnasticsontario.ca

Membership Services Manager, Beth Bowers 647-598-1915  
membership@gymnasticsontario.ca

Operations Manager, Cindy Clapp 647-598-1989  
operations@gymnasticsontario.ca

General 647-598-8843  
info@gymnasticsontario.ca

#### Program Managers

Acrobatic & Aerobic Gymnastics, Katia Kharlip 647-598-8943  
acro@gymnasticsontario.ca

Gym for All, Lauren Cohen 647-598-8725  
gfa@gymnasticsontario.ca

Men's Artistic Gymnastics, Jorge Solorzano-Filho 647-598-8710  
mag@gymnasticsontario.ca

Rhythmic Gymnastics, Katia Kharlip 647-598-8943  
rhythmic@gymnasticsontario.ca

Trampoline & Tumbling, Lauren Cohen 647-598-8725  
tnt@gymnasticsontario.ca

Women's Artistic Gymnastics, Audra Sederavicius 647-598-0982  
wag@gymnasticsontario.ca

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2950 Keele Street, Suite 202  
Toronto, Ontario M3M 2H2  
Phone: 647-598-8843 Fax: 647-344-4816  
Website: www.gymnasticsontario.ca

## 4 Summary of Membership Requirements

1. Clubs must register with Gymnastics Ontario by **June 16, 2023**.
2. Clubs must carry the full Gymnastics Ontario Insurance Policy.
3. All recreational and competitive athletes, coaches, judges, supporters, and staff must be registered with payment with Gymnastics Ontario and carry the Gymnastics Ontario Insurance.
4. All gymnastics related organizations residing in, or sharing the same facility as, a G.O. member club must also be registered members of Gymnastics Ontario and carry the Gymnastics Ontario insurance.
5. A Full Member will be considered to include any formal or informal organization that is in any way (directly or indirectly) controlled, materially influenced, affiliated, associated or connected to the Full Member and may be a group of participants, registrants, class of member, or a company corporations, subsidiary, branch or satellite operation, “feeder” group or “booster” group or club like organization. The establishment of such separate entities in order to circumvent this or any other G.O. membership requirement may be considered an act of misrepresentation of or by the Full Member, contrary to principles of ethical conduct, and may result in disciplinary proceedings and consequences as determined by the Board of Directors in its discretion.
6. All member clubs are required to:
  - Respect and abide by all Gymnastics Ontario By-Laws and Policies. (Refer to **Appendix B**).
  - Abide by the Corporation Act and update annually as required.
  - Meet and continue to update all criteria for club registration.
  - Register with Gymnastics Ontario all recreational gymnasts, competitive athletes, coaches, judges, and supporters, including board members/staff who are members of the club.
  - Continue to update all individual registrations on an ongoing basis.
  - Submit all appropriate fees on behalf of their members in accordance with G.O. policy
  - Submit all requests for accompanying documentation.
7. It is the club’s responsibility to keep Gymnastics Ontario advised of any club changes that would prevent compliance with the outlined expectations. It is important to all involved that registration updates and payments are kept current. We expect every club to respect and abide by all the set deadlines, and there are penalties in place if these responsibilities are not met.

## MEMBERSHIP REGISTRATION

### 5 Club Renewal Information

1. Gymnastics Ontario's registration year **starts on July 1, 2023 and ends on June 30, 2024.**
2. All accounts should be settled by June 16, 2023. Please note that post-dated cheques that are dated **past the invoiced due date will not be accepted**. All membership renewals are conditional on full settlement of accounts.
3. All clubs **must** be registered by June 16, 2023 at 3:00 pm for the 2023-2024 season. Clubs that do not open until September should contact the G.O. Membership Services Manager prior to June 16, 2023, at 647-598-1915 or [membership@gymnasticsontario.ca](mailto:membership@gymnasticsontario.ca).
4. To be considered fully registered as a **club**, Gymnastics Ontario must be in receipt of the following:
  - A complete Club Membership Application.
  - The Full Club Membership Fee of \$630 + HST.
  - The annual Music License Fees for SOCAN (\$75 + HST) and Re:Sound (\$55 + HST) or the completed Music License Statement Form.
    - The *Music License Statement Form, 2023-2024* is available on [www.gymnasticsontario.ca/forms](http://www.gymnasticsontario.ca/forms).
  - A zero balance of fees from the previous season.
  - If applicable, Recreational Club and Birthday Party registration fees
    - HST must be paid at the time of registration, the fees may be paid using the installment method
5. A penalty of \$200 is applied if the club is not fully registered as of June 16, 2023 at 3:00 pm. If the club membership fee and penalty are not received by June 27, 2023 the renewal period closes and the club will cease to be a member effective June 30, 2023 at 11:59 pm. The club must register as a new member club after July 1, 2023 and provide the following: the club membership fee, the late fee, full payment of any outstanding fees and all documentation that is required when applying as a new club.

### 6 Annual Club Fees

1. **Full Club Membership Fee:** The fee to become a Gymnastics Ontario Member Club is \$630 + HST. Clubs must pay this fee annually to be an active member. Approval of club membership is pending renewal or new club application requirements.
2. **Music License Fees:** In order to ensure compliance with Canadian copyright law, every club that uses music which contributes to the actual gymnastics or fitness activities in your gym (AM/FM radio, satellite/internet, physical/digital media such as, CD, mp3, etc.) will be charged an annual fee for a SOCAN Music License and a Re:Sound Music License. If a club does not use music in any way in their programs, that club will be required to sign a statement to that effect and submit it to Gymnastics Ontario advising that they will be responsible for the fee directly if SOCAN and/or Re:Sound subsequently finds that the club is in fact using music and issues an invoice to the member club. As this is a service to members intended to be a simple flow-through, Gymnastics Ontario will not be responsible for any charges that SOCAN and/or Re:Sound makes to clubs who have declared that they do not use music. See *Music License Statement Form, 2023-2024* available on [gymnasticsontario.ca/forms](http://gymnasticsontario.ca/forms).
  - **SOCAN Annual Fee:** Every club that uses music will be charged \$75.00 + HST for the SOCAN Annual Fee. SOCAN (the Society of Composers, Authors and Music Publishers of Canada) is a not-

for-profit organization that represents the Canadian performing rights of millions of Canadian and international music creators and publishers.

- **Re:Sound Annual Fee:** Every club that uses music will be charged \$55.00 + HST for the Re:Sound Annual Fee. Re:Sound is the Canadian not-for-profit music licensing company dedicated to obtaining fair compensation for artists and record companies for their performance rights.
- 3. Recreational Club Fee:** Any club offering a recreational program must declare this in their club membership account and pay the Recreational Club Fee of \$615 + HST by October 15, 2023. Note: The HST portion of the fee is due at registration.

As per the motion below, small clubs can request a reduced recreational program fee.

- **9.2 Recreational Programming Fee for Small Clubs** That a sum of money be set aside beginning in fiscal year 2010-2011, up to \$9,000.00, for clubs with less than 100 members, who require assistance from the CEO in paying their annual recreational programming fee.

Submit the completed Request for Recreational Club Fee Reduction (refer to **Appendix E**) to the Membership Services Manager **by September 30, 2023.**

- 4. Birthday Party Fee:** Clubs that host birthday parties must verify this in their club membership account and pay the fee of \$525 + HST by October 1, 2023. Note: The HST portion of the fee is due at registration.

As per Policy 04.04.26, the following regulations must be followed when hosting birthday parties:

- Participants must be supervised at all times by a coach certified at the appropriate level required: registered "Coach of Recreational Gymnast" minimum.
- For insurance reasons, a record of attendance is mandatory. G.O. does not require the club to register each participant but it is required that the names, addresses and telephone numbers of the individuals who participated, and the date must be recorded for each party and must be kept on file at the club and be available on request.

## 7 Individual Membership Information

**All individual participants** must be registered within 15 days of becoming newly active or annually reactivated with a member club to have insurance coverage. Clubs must make payment within 15 days of being invoiced.

Individual participants include athletes, coaches, judges and supporters. Supporters include the club's / organization's Directors, Executive, committee members, administrators, staff and volunteers who provide help and/or services on a regular and ongoing basis.

If participants are active in more than one discipline, level or role, they must be registered in all applicable memberships.

Clubs must enter the following data when registering individual participants in the online membership registration system:

- First name & last name
- Date of birth
- Gender
- Home address (**Note:** please do not use the club's facility address)
- Phone number (**Note:** please do not use the club's facility phone number)

**This is required** for reporting and insurance purposes and for maintaining accurate membership records.



## 8 Determination of Individual Membership Fees

- For individuals registered in more than one category, Gymnastics Ontario assigns only the highest fee applicable per registrant, rather than a charge on a per registration basis. **Note:** This does not apply to Unattached Coaches or Foreign Participants.
- **Individual Insurance Fee** is the fee each participant must pay to be covered by the Gymnastics Ontario insurance program with Gallagher Insurance. For more details about insurance coverage, please visit <https://www.gymnasticsontario.ca/insurance>.
- **Athlete Program Fee** is the required fee, in addition to individual insurance, for registered athletes. This fee covers Gymnastics Canada's membership fee and all the services that Gymnastics Ontario offers. For more details about member benefits and Gymnastics Ontario services, please visit <https://www.gymnasticsontario.ca/member-benefits>.
- All membership fees are non-refundable. Refer to page 9 for details about competitive athlete membership deadlines.
- To determine what athlete membership is required for a particular level, please refer to [Appendix C](#) on page 17.

## 9 Registration by Roles

### 1. Coach

- All coaches must be registered within 15 days of beginning coaching activity and the club will be invoiced the insurance fee of \$26.50 + HST.
  - a. **Pre-CIT / CIT (Coach in Training)**
    - If a person (aged 13+) is interested in getting involved in a coaching capacity, they may be registered as a Pre-Coach in Training (CIT)
    - If a new coach is over the age of 16, but has yet to complete or enroll in the Foundations program, they will be registered as a CIT.
  - b. **Recreational Coach**
    - Coaches registering in this category are indicating that they coach strictly at the recreational level.
    - The **minimum** training requirement for this category is to be NCCP Level 1 Certified or Foundations Trained in the discipline(s) they are coaching.
  - c. **Invitational/Interclub Coach and Provincial Coach**
    - Coaches who are training athletes for interclub/invitational and/or provincial competition must be registered in this category.
    - Coaches must be **minimum** of Level 2 Certified or Competition 1 Trained in their respective discipline(s) and complete their MED Online Evaluation and Respect in Sport to take athletes onto the competition floor.
  - d. **National Coach**

- Coaches who are training athletes for national competition must be registered to this category.
- Coaches must be **minimum** NCCP Level 3 Trained (and Level 2 Certified) or Competition 2 Trained (and Competition 1 Certified) in their respective discipline(s) and complete their MED Online Evaluation and Respect in Sport to take athletes onto the floor.

#### e. Unattached Coach

- This role is reserved for individuals who will be attending an NCCP Education Course but are *not* associated with a member club. These individuals must submit the [Unattached Participant Registration Form](#) to the Membership Manager. Unattached coaches that are later registered by a member club may be required to pay the membership fee for their first registration by a club.

*Note: Coaches need only to register at the level they will be coaching in the current season. If eligibility requirements are not met, a coach's registration is not considered valid.*

*For further explanation of Coaching Certifications please visit [www.gymnasticsontario.ca/education](http://www.gymnasticsontario.ca/education) or contact: Education Manager at [education@gymnasticsontario.ca](mailto:education@gymnasticsontario.ca).*

## 2. Competitive Athletes

- All competitive athletes must register within 15 days of starting a gymnastics activity and the club will be invoiced the insurance fee of \$26.50 + HST and Athlete Program Fee at the time of registration.

Competitive Athlete Program Fees are as listed below.

i) Invitational / Interclub Athletes	\$100 + HST
ii) Provincial Athletes	\$225 + HST
iii) National Athletes	\$325 + HST

- Please consult the supplemental document, [Appendix C Tentative Competitive Athlete Levels](#), to determine what membership to register athletes for. Any updates to level selections will be sent to clubs and will be available at [www.gymnasticsontario.ca](http://www.gymnasticsontario.ca).
- Clubs can adjust the athletes' levels any time up until **October 15**. Contact Membership Services to downgrade a competitive athlete's membership to receive a credit for the difference in fees; however, credit will only be provided until the October 15 deadline. Final changes to levels must be made by October 15. Please note competitive athlete program fees are non-refundable after the October 15.
- Athletes are to be registered at the level they are training throughout the season and intend to compete at. Up/downgrades are acceptable but are subject to eligibility as specified in the Technical Rules & Regulations through the Program Manager.
- For further explanation of competitive levels please consult the appropriate Program Manager.

## 3. Recreational Athletes

- All recreational athletes must be registered with Gymnastics Ontario within 15 days of starting a gymnastics activity and the club will be invoiced the insurance fee of \$26.50 + HST and the Recreational Athlete Program Fee of \$5.00 + HST.
- Recreational athletes include participants in parent & tot, kindergym, recreational gymnastics; as well as the categories listed below:

#### a. ODP / Demo / Showcase

- RG ODP, WAG ODP ages 6, demo and showcase athletes are not considered to be competitive and should be registered as recreational athletes and pay the \$26.50 insurance fee + HST and the Recreational Athlete Program Fee of \$5.00 + HST.
  - WAG ODP ages 7 and up are considered Invitational and are required to pay the Invitational Competitive Program Fee of \$100.00 + \$26.50 insurance fee + HST.
- b. Masters Athletes**
- Athletes that are 18+ can participate at the Masters level. These individuals are not considered to be competitive and should be registered as recreational athletes and make payment of \$26.50 insurance fee + HST and the Recreational Athlete Program Fee of \$5.00 + HST.
- c. Drop in Participant**
- Participants can attend drop in classes at more than one club; however, the participant must register and make payment of \$26.50 insurance fee + HST and the Recreational Athlete Program Fee of \$5.00 + HST to the member club on their first visit.
  - Every drop in participant must show proof of membership at every visit, or the individual must pay the registration fee.
- d. Private Lessons**
- All individuals participating in private lessons must be registered with Gymnastics Ontario within 15 days of starting gymnastics activity and pay the insurance fee of \$26.50 + HST and the Recreational Athlete Program Fee of \$5.00 + HST.
- e. Ninja Participants**
- All individuals participating in Gymnastics Ontario sanctioned ninja programs must be registered with Gymnastics Ontario within 15 days of starting gymnastics activity and pay the insurance fee of \$26.50 + HST and the Recreational Athlete Program Fee of \$5.00 + HST.
  - Participants of ninja programs not sanctioned by Gymnastics Ontario should not be registered with the Federation. Additional insurance is required for non-sanctioned activities. Contact the Operations Manager, [operations@gymnasticsontario.ca](mailto:operations@gymnasticsontario.ca) for more information.
  - To request sanctioning for your ninja program, contact the Gymnastics for All Program Manager at [gfa@gymnasticsontario.ca](mailto:gfa@gymnasticsontario.ca).

#### **4. Trial Participant / Promotional Visitor**

- There is no fee associated with this role.
- A participant may have 3 visits (class trips, bring a friend, class trial) at a club before a membership is required.
- Clubs need to keep records and information must be kept on file by the club for insurance purposes. After 3 visits, clubs must register these athletes with Gymnastics Ontario.

#### **5. Camper (up to 5 days)**

- A pro-rated insurance charge of \$11.00 + HST will be applied if a camper attends up to 5 days of camp.
- Please note that Summer Camps are part of the new season's registration and must be registered accordingly.

- Campers (summer, March Break, P.A. days, etc.) may attend up to 3 times under the Trial Participant/Promotional Visitor Policy. If the athlete returns for more than 5 days of camp or signs up for a fall/winter/spring session, they must be registered as a recreational athlete and the remaining \$26.50 insurance fee + \$5.00 Recreational Athlete Program Fee + HST will be applied.

## 6. Judges

- The Judge's Fee for the current season is \$26.50 insurance fee + HST.
- Judges must be registered by October 15, so that the disciplines can determine the availability of judges for competitions. Judges are required to select the discipline and the highest level they are eligible to judge (ODP Assessor, Beginner, Club, Interclub, Invitational, Provincial, National or Brevet).
- Judges must complete the *Competitive Athlete and Coach Participant Personal Information and Code of Conduct, 2023-2024* form and send it to the appropriate Program Manager.

## 7. Supporter

- The Supporter Fee for the current season is \$26.50 insurance fee + HST.
- Includes the club/organization's Directors/Executive, committee members, administrators, staff, facilitators and volunteers who provide help and/or services on a regular and ongoing basis.
- For supporters *not* associated with a member club, refer to the *Unattached Participant Registration Form* found on the Gymnastics Ontario website, [www.gymnasticsontario.ca/forms](http://www.gymnasticsontario.ca/forms).

## 8. Learning Facilitator

- Learning Facilitators will be registered by Gymnastics Ontario each year.
- Learning Facilitators active in another role with a Gymnastics Ontario Club will be charged for the first registration. Discounts will be applied to subsequent registrations as per the **Determination of Individual Membership Fees** on page 8.
- For more information about Learning Facilitators, please contact [education@gymnasticsontario.ca](mailto:education@gymnasticsontario.ca)

## 9. Life Membership

### a. Ontario Life Membership

- Reserved for those who have received the honour of a Life Membership.
- These members will be registered by Gymnastics Ontario each year.
- If a Life Member also exists in another role with a Gymnastics Ontario Club, there will be no charge for the membership fees.

### b. Olympic Athlete Life Membership

- Reserved for those who have received the honour of an Olympic Athlete Life Membership.
- The competitive athlete program fee and membership insurance fee will be waived for Olympic Athlete Life Members who are still actively competing.
- Olympic Athlete Life Members are to be registered within 15 days of starting a gymnastics activity at the level they are training throughout the season and intend to compete at.

## 10. Foreign Participant



- This registration category is reserved for athletes, coaches and judges who train and compete primarily outside of Canada but will be attending a G.O. sanctioned event or club in Ontario. The fee is set at \$50.00 + HST.
- **For Training Purposes Only:** For participants that train more than one time in an Ontario club but are not active in the Ontario competitive system, they must be registered with an Ontario member club through normal G.O. registration procedures. Registration must be in duality with an existing registration with their respective gymnastics' federation/organization. We also require that this member be in good standing with their own federation to be considered eligible.
- **For Competition Purposes Only:** Participants attending a G.O. sanctioned competition are required to complete the *Foreign Participant Registration Form* (refer to [www.gymnasticsontario.ca/forms](http://www.gymnasticsontario.ca/forms)) and submit with the required fee, a minimum of 2 weeks prior to the competition. These individuals must be members in good standing with their respective gymnastics' federation.

#### 11. Out of Province Participant

- There is no registration fee; however, the participant must provide proof that they are registered with their respective provincial gymnastics' federation.

#### 12. Caregivers / Aides / Assistants

- The caregivers/aides/assistants shall be involved only in a non-coaching/non-teaching role. They are there to support the participant in what the coach is asking the participant to do.
- The assistant and the participant must remain under the direct supervision of the coach at all times.
- All clubs must keep an accurate and up-to-date list of caregivers/aides/assistants for each class. This list must be kept on file at the gymnastics club for insurance purposes.
- This list should include information about the name of class, date, coach's name, and time of the class together with the name of the caregivers/aides/assistants, addresses, and phone numbers, and also the name of the child who is participating in the class with them.
- Caregivers/aides/assistants are automatically covered under liability insurance but not for Sports Accident Coverage. If Caregivers/aides/assistants want Sports Accident Coverage they must register with Gymnastics Ontario.

## 10 Individual Registration Forms

All forms can be saved and stored electronically. Be sure to label the file by the participant's name and registration year for accurate record keeping and retrieval. A copy is to be kept on file at the club.

### A. Competitive Athlete & Coach Participant Personal Information & Code of Conduct

- All competitive athletes, competitive coaches and judges must complete and sign the Personal Information & Code of Conduct form; a copy is to be kept on file at the club.
- Unattached judges must complete the form and send it to the appropriate Program Manager or the Membership Services Manager at [membership@gymnasticsontario.ca](mailto:membership@gymnasticsontario.ca).
- Only when an athlete, coach or judge qualifies to represent Ontario at Eastern Canadian Championships, Canadian Championships or on a Tour Team should they submit the form to the attention of the appropriate Program Manager.

### B. Competitive Athlete Medical Data Record

- All competitive athletes must complete and sign the Medical Form; a copy is to be kept on file at the club.
- All coaches should have a copy of the Medical Data Record in their possession during training and all competitions and training camps that their athletes are attending (in the event that an injury occurs when the parent is not present).
- Only when an athlete, coach or judge is representing Ontario at Eastern Canadian Championships, Canadian Championships or on a Tour Team should they submit the form to the attention of the appropriate Program Manager.

### C. Participant Informed Consent and Assumption of Risk Agreement (Recreational & Competitive)

- Gymnastics Ontario and/or the Insurer may request an audit to verify the completion of these forms.
- ***These forms must be kept on file at the club until 2 years past every individual's 18<sup>th</sup> birthday.***

All forms are available on the Gymnastics Ontario website: [www.gymnasticsontario.ca/forms](http://www.gymnasticsontario.ca/forms).

## REGISTRATION MANAGEMENT

### 11 Online Club Membership Account

Each member club will have an online account in Gymnastics Ontario's registration management system to process electronic registrations. The link to [sign in](http://www.gymnasticsontario.ca) is available on the Gymnastics Ontario homepage, <http://www.gymnasticsontario.ca>.

To receive a login please contact your club's administrator.

### 12 Help and Documentation

Help documentation is located on the Gymnastics Ontario registration management website: <https://gymnasticsont.uplifterinc.com/pages/help>.

### 13 Membership Invoices and Payments

Membership fees are invoiced to the club's online account immediately after completing a registration.

Invoices can be viewed at any time by logging into the club's online account.

Payment is to be received by the Gymnastics Ontario office within 15 days from the date the invoice is issued. Membership invoices can be paid (i) online by credit card (Visa/MasterCard), Interac Online or Visa Debit or (ii) offline by cheque made payable to Gymnastics Ontario, 2950 Keele Street, Suite 202, Toronto, ON, M3M 2H2.

***If at any time, you believe there is a discrepancy with an invoice, please contact the Membership Services Manager immediately. All discrepancies must be reported to Membership Services no later than 30 days from the invoice date. Adjustments cannot be made to the 2023-2024 membership account once the season ends on June 30, 2024.***

### 14 Late Penalties for Unpaid Invoices

Late penalties for unpaid invoices will be assessed as follows:

Terms:	15 days net
<b>30 days past due:</b>	Interest rate of 1.5% will be applied The club's online account status will be in arrears. Registrations cannot be completed until the outstanding balance has been paid in full.
<b>60 days past due:</b>	A warning letter will be sent by registered mail The Board of Directors shall be notified Payment must be received in full within 15 days or possible club suspension will be invoked

## APPENDIX A: 2023-2024 FEE SCHEDULE

Type	Registration	Payment Due Date	Club Fee	Insurance Fee	Program Fee
<b>Annual Club Fees</b>					
Full Club Membership Fee	June 16, 2023	June 16, 2023	\$630 + HST (13%)		
Recreational Club Fee	June 16, 2023	October 14, 2023	\$615 + HST (13%)		
Birthday Party Insurance Fee	June 16, 2023	October 1, 2023	\$525 + HST (13%)		
SOCAN Music License Fee	June 16, 2023	June 16, 2023	\$75.00 + HST (13%)		
Re:Sound Music License Fee	June 16, 2023	June 16, 2023	\$55.00 + HST (13%)		
<b>Individual Membership Fees</b>					
Coaches	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	
Supporters	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	
Judges	October 15, 2023	Within 15 days of invoicing		\$26.50 + HST (13%)	
Camper (up to 5 days)	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$11.00 + HST (13%)	
Recreational Athletes	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	\$5.00 + HST (13%)
Interclub Athletes Invitational Athletes	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	\$100.00 + HST (13%)
Provincial Athletes	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	\$225.00 + HST (13%)
National Athletes	Within 15 days of starting any gymnastics activity	Within 15 days of invoicing		\$26.50 + HST (13%)	\$325.00 + HST (13%)

### Individual Insurance Fee

- All individual participants must be registered with Gymnastics Ontario within 15 days of starting a gymnastics activity and pay the insurance fee of \$26.50 + HST. This fee is non-refundable.

### Competitive Athlete Program Fee

- All competitive athletes must register within 15 days of starting a gymnastics activity. The club will be invoiced the Individual Insurance Fee and the Athlete Program Fee at the time of registration.
- Clubs can adjust the athletes' levels any time up until October 15. Contact Membership Services after downgrading a competitive athlete's membership to receive a credit for the difference in fees; however, credit will only be provided until the October 15 deadline.
- Final changes to levels must be made by October 15. Please note competitive athlete program fees are non-refundable after the October 15 deadline.

All membership fees are non-refundable.



## **APPENDIX B: BY-LAWS & POLICIES**

Refer to the By-Laws and Policies available on the Gymnastics Ontario website:

<http://www.gymnasticsontario.ca/policy> and <https://www.gymnasticsontario.ca/safe-sport-policies/>.

All member clubs are required to respect and abide by all Gymnastics Ontario By-Laws and Policies. It is expected that member clubs will make an effort to familiarize themselves with these By-Laws and Policies.

Contact Membership Services if you require a copy of the complete Gymnastics Ontario By-Laws document or the Gymnastics Ontario Policy and Procedure Manual.

## APPENDIX C: 2023-2024 TENTATIVE COMPETITIVE LEVELS

ACROBATICS	MEN'S ARTISTIC	RHYTHMIC (IND)	RHYTHMIC (GROUP)	RHYTHMIC AGG	TRAMPOLINE, TUMBLING AND DMT	WOMEN'S ARTISTIC
INTERCLUB	INTERCLUB	INTERCLUB	INTERCLUB	INTERCLUB	INTERCLUB	INVITATIONAL
USDP 2	ONTARIO 1	LEVEL 2 (9-10)	LEVEL 2 (9-11)	AGG LEVEL 2 (9-11)	INTERCLUB	ODP Ages 7-9
USDP 3	ONTARIO 2	LEVEL 3 (9-11)	LEVEL 3 (11-12)	AGG LEVEL 3 (12-14)		XCEL Bronze
USDP 4	ONTARIO 3	LEVEL 4 (11-13)	LEVEL 4 (13-15)	AGG LEVEL 4 (14-16)	PROVINCIAL	XCEL Silver
	ONTARIO 4	LEVEL 5 (13-15)	LEVEL 5 (15+)	AGG LEVEL 5 (16+)	LEVEL 1	XCEL Gold
PROVINCIAL	PROVINCIAL OPEN	LEVEL 5 STAR (13+)		AGG LEVEL 6 (30+)	LEVEL 2	LEVEL 1
USDP 5		LEVEL 6 (15+)	PROVINCIAL		LEVEL 3	LEVEL 2
USDP 6	PROVINCIAL		LEVEL 3 (9-11)	PROVINCIAL	LEVEL 4	LEVEL 3
USDP 7	PROVINCIAL 1	PROVINCIAL	LEVEL 4 (11-13)	AGG CHILDREN (9-10)		LEVEL 4
USDP 8	PROVINCIAL 2	LEVEL 2 (9-10)	LEVEL 5 (13-15)	AGG PRENOVICE (10-12)	NATIONAL	LEVEL 5
USDP 9	PROVINCIAL 3	LEVEL 3 (9-11)	LEVEL 6 (15+)		LEVEL 5	LEVEL 6*
USDP 10	PROVINCIAL 4	LEVEL 4 (11-13)		AGG NOVICE (12-14)	LEVEL 6	LEVEL 7*
GO YOUTH	PROVINCIAL 5	LEVEL 5 (13-15)	NATIONAL	AGG JUNIOR (14-16)	LEVEL 7	LEVEL 8*
	ASPIRE	LEVEL 6 (15+)	NOVICE (10-12)	AGG SENIOR (16+)	JUNIOR	LEVEL 9*
NATIONAL			JUNIOR FIG (13-15)		SENIOR	
FIG AG 1	NATIONAL	NATIONAL	JUNIOR DEVELOPMENT (12-15)			PROVINCIAL
FIG AG 2	NATIONAL OPEN	NOVICE (10-12)				LEVEL 6
JUNIOR	JUNIOR	JUNIOR (13-15)	OPEN (10+)			LEVEL 7
SENIOR	SENIOR	SENIOR (16+)	SENIOR FIG (16+)			LEVEL 8
			SENIOR DEVELOPMENT (13+)			LEVEL 9
AEROBICS						YOUTH (ASPIRE)
INTERCLUB						
NOVICE DEVELOPMENT						NATIONAL
AG 1						LEVEL 10
AG 2						NOVICE HP
SENIOR						JUNIOR HP
						SENIOR HP
PROVINCIAL						
NOVICE DEVELOPMENT						*7 & 8 year olds and those 9+ year olds athletes who are competing at invitational only competitions or not attending Ontario Championships (even if qualified) can be registered as Invitational
AG 1						
AG 2						
SENIOR						

Refer to the Program Technical Rules and Regulations for further details about age categories.

## APPENDIX D: MUSIC LICENSE STATEMENT FORM 2023-2024 SEASON



2950 Keele Street, Suite # 202  
 Toronto, Ontario, M3M 2H2  
 647-344-5106  
[gymnasticsontario.ca](http://gymnasticsontario.ca)

In order to ensure compliance with Canadian copyright law, every club that uses music which contributes to the actual gymnastics or fitness activities (AM/FM radio, satellite/internet, physical/digital media such as, CD, mp3, etc.) will be charged an annual fee for a SOCAN Music License and a Re:Sound Music License.

If a club does not use music in any way in their programs, that club will be required to sign a statement to that effect and submit it to Gymnastics Ontario advising that they will be responsible for the fee directly if SOCAN and/or Re:Sound subsequently finds that the club is in fact using music and issues an invoice to the member club. As this is a service to members intended to be a simple flow-through, Gymnastics Ontario will not be responsible for any charges that SOCAN and/or Re:Sound makes to clubs who have declared that they do not use music.

\_\_\_\_\_ (full name of the club) declares that it does not use music for its programming purposes and therefore declines payment of \$130.00 (\$55.00 + \$75.00) plus HST to Gymnastics Ontario. The club understands that it is responsible for any fee that is charged by SOCAN and/or Re:Sound if it is found that music is subsequently being used by the club for programming purposes.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name and Title

Please send the signed form to the Membership Services Manager by June 16, 2023.

(Fax) 647-344-4816

(Email) [membership@gymnasticsontario.ca](mailto:membership@gymnasticsontario.ca)

## APPENDIX E: REQUEST FOR RECREATIONAL CLUB FEE REDUCTION 2023-2024 SEASON



2950 Keele Street, Suite # 202  
Toronto, Ontario, M3M 2H2  
647-344-5106  
gymnasticsontario.ca

### 9.2 Recreational Programming Fee for Small Clubs

That a sum of money be set aside beginning in fiscal year 2010-2011, up to \$9,000.00, for clubs with less than 100 members, who require assistance from the CEO in paying their annual recreational programming fee.

Please complete this form and return it to the Membership Services Manager **by September 30, 2023.**

(Email): [membership@gymnasticsontario.ca](mailto:membership@gymnasticsontario.ca)

(Fax): 647-344-4816

NAME OF CLUB: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CLUB ADDRESS: \_\_\_\_\_

CLUB TELEPHONE NUMBER: \_\_\_\_\_ CLUB EMAIL ADDRESS: \_\_\_\_\_

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Please indicate the number of gymnasts registered at your club by level and discipline

Reason for Request for Fee Reduction

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
CEO Approval

\_\_\_\_\_  
Date



## APPENDIX F: FOREIGN PARTICIPANT REGISTRATION (COMPETITION PURPOSES)



2950 Keele Street, Suite # 202  
Toronto, Ontario, M3M 2H2  
647-344-5106  
gymnasticsontario.ca  
HST # 12212 5131 RT0001

All individuals (athletes, coaches and judges) taking part in a Gymnastics Ontario sanctioned competition must be a registered participant of Gymnastics Ontario. This includes all individuals who do not reside in Canada. Membership with Gymnastics Ontario expires each year on June 30th.

The cost for non-Canadian participants is \$56.50 CDN (\$50.00 + HST). Foreign membership entitles the applicant to insurance coverage only. No other member benefits are applicable. Membership fees are non-refundable.

All Gymnastics Ontario events are required to have International Sanction approval from Gymnastics Canada before foreign athletes will be permitted to participate. Therefore, foreign participant membership will not be processed unless the event has received this sanction approval.

Club Name: _____	
Club Address: _____	
Contact Name: _____	Country of Residence: _____
Fax Number: _____	Telephone: _____
E-mail: _____	
Name of Competition: _____	Date of Competition: _____
Hosting Club Name: _____	

<i><b>Surname</b></i>	<i><b>Given Name</b></i>	<i><b>Date of Birth (MM/DD/YYYY)</b></i>	<i><b>Gender (M/F/X)</b></i>	<i><b>Role (Athlete/Coach/Judge)</b></i>	<i><b>Assigned GO Membership #</b></i>

### Payment Information (Gymnastics Ontario only accepts payment by Visa or MasterCard)

<b>Card #</b> _____		<b>CVD</b> _____	<b>Expiry Date:</b> _____	<b>Payment Totals:</b>
Cardholders Name: _____		Cardholders Signature: _____		<b>Athletes Fee Total:</b> _____
Cardholders Phone: _____		Email address for receipt: _____		<b>Coaches Fee Total:</b> _____
Please submit your completed application to: <b>Gymnastics Ontario</b> 2950 Keele Street, Suite 202 Toronto, Ontario M3M 2H2 <b>Fax</b> (647) 344-4816 <b>Email</b> membership@gymnasticsontario.ca				<b>Judges Fee Total:</b> _____
FOR OFFICE USE ONLY: Payment Received: <input type="checkbox"/> VISA/ MC <input type="checkbox"/> Money Order				I authorize a charge in the amount of
Credit Card Authorization #: _____				<b>Total Charge:</b> _____
<input type="checkbox"/> Confirmation Sent to Applicant		<input type="checkbox"/> Confirmation Sent to Host Club		