

2018 Registration Batch Checklist – Adirondack Swimming, Inc

Club Name: _____ Club Code: _____

Please complete this entire form with each batch of registrations, and mail it, along with the listed items, to:

Ann Korzun, Registrar - Adirondack Swimming, Inc. / 13 Friar Tuck Court / Clifton Park, NY 12065

Registrations are processed only when the AD Registrar has this form, all pertinent files and forms, and full payment.

For Athlete Registrations, please Email as attachments:

- Batch File (.sd3 or .zip)
- Batch Summary Report (.pdf) (After export)

And Mail:

- A copy of each new athlete's Legal ID
New=not previously registered with the Adirondack LSC (e.g. brand new swimmer or a transfer from another LSC)
Legal ID = birth certificate, passport, or government issued ID
- Transfer forms, if applicable
- Outreach forms, if applicable
- Fees (team check payable to Adirondack Swimming, Inc.)

For Non-Athlete Registrations, please mail:

- Non-athlete registration forms (must be signed by the individual)
- Coach certifications, if applicable (all required certs must be attached)
- Fees (team check payable to Adirondack Swimming, Inc.)

For Club Registrations, please mail:

- Club registration form
- Fees (team check payable to Adirondack Swimming, Inc.)

Fee Summary 2018

DESCRIPTION	NUMBER	AMOUNT	TOTAL
Year-Round Athletes: # New ____ + # Renew ____ = _____		X \$75 = \$	_____
Outreach Athletes: # New ____ + # Renew ____ = _____ <i>Outreach applications and documentation must be attached</i>		X \$5 = \$	_____
Seasonal Athletes: # New ____ + # Renew ____ = _____ <i>Seasonal membership starts April 1 and expires August 28</i>		X \$44 = \$	_____
Non-Athletes: Individuals <i>Any required Coach Certification copies must be attached</i>	_____	X \$75 = \$	_____
Year-Round Club Registration <i>Received by Dec 1st</i>	_____	X \$100 = \$	_____
Year-Round Club Registration <i>Received Dec 2nd or later</i>	_____	X \$200 = \$	_____
Seasonal Club Registration <i>Seasonal club membership starts April 1 and expires August 28</i>	_____	X \$60 = \$	_____
Athlete Transfer Forms <i>Registrations for transferring athletes cannot be completed without the transfer form</i>	_____	X \$5 = \$	_____
Non-Registration from Pre-Meet Recon Fine	_____	X \$25 = \$	_____
Non-Registration from Post-Meet Recon Fine	_____	X \$100 = \$	_____

Total Due (team check payable to Adirondack Swimming, Inc.) = \$ _____

Batch Number _____ Batch Date ____/____/_____

Paid by Check Number _____ Check Date ____/____/_____

Or, for small payments when a rush registration has been requested:

Date paid through PayPal ____/____/_____