

VIRGINIA SCHOLASTIC ROWING ASSOCIATION
P.O. BOX 23042
ALEXANDRIA VA, 22304

September 28, 2011

**ACTION REQUIRED BY MARCH 23, 2012
TO PARTICIPATE IN VASRA EVENTS**

From: Michael K. Mutter, President
To: All VASRA Member Boosters

Our VASRA and your Booster organizational memberships in the USRowing Association provides liability insurance coverage for the 2012 regattas and meets sponsored by VASRA. This is a significant benefit to participants, volunteers, member boosters, and spectators. It also permits us to fulfill the insurance requirement in our agreements with the Northern Virginia Regional Park Authority, the city of Washington, D.C., and the National Park Service.

One requirement of the insurance carrier is that all participants and volunteers sign release of liability waivers. This release of liability is an acknowledgement by participants that rowing is an activity that involves risks and dangers of serious bodily injury, that they understand the nature of rowing, and that they are physically fit to participate. Participants agree that, in the event of an injury, they will not sue the club/team, the event organizers, or USRowing. They further agree that if they, or anyone on their behalf, does sue, they will indemnify the same parties. By law, minors cannot waive their right to sue; therefore, there is a release for minors that is signed by the parent/guardian.

Waivers for all athletes, coaches, VASRA Officers and Board of Directors members, and VASRA Regatta Staff are to be SIGNED ONLINE. This online waiver is good for any regatta throughout 2012. Weekly regatta volunteers will continue to sign the waiver form at the location when s/he signs in for regatta duty.

INSTRUCTIONS

Coaches:

1. Go to <https://rosters.usrowing.org/>
2. Enter your club / team Admin Code (provided by USRowing upon renewal of your organizational membership).
3. Begin managing your team's roster. You may:
 - a. Add athlete records
 - b. Edit athlete records
 - c. Archive athlete records
 - d. View membership type, membership status, and waiver status.

Athletes and Parents

1. Go to <https://rosters.usrowing.org/>
2. Enter your Club Code (contact your team coach if you have not received this code).
3. Enter two of the following: Name, Birthdate, or USRowing MemberID. If the athlete is not yet in the system you will be able to add your record.
4. View and update your profile (address, contact information, etc). You may also upload a photo (optional).
5. Submit your waiver.

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NOTES:

1. Access to the portal is provided once your team has renewed its annual USRowing organizational membership. Your team coach/administrator will be given two codes: 1) The Admin Code, which is used to access the club roster and 2) a Club Code, which is to be shared with all team members.
2. Team Coaches are invited to add athletes not yet listed via the Excel-like user interface. This will jump-start the waiver-submission process for athletes and parents. However, this is not mandatory since athletes not yet in the roster will be able to add their record at the time they submit their waiver.
3. The Admin Code should be shared *only* with officers/coach of your boosters.
4. The Club Code should be shared with *all* team members of your club, but do not publish it on publically-accessible portions of your club website, if you have one.
5. The portal is supported by all four of the major browsers (Internet Explorer, Firefox, Safari & Chrome) and is tested on the two most recent versions of each browser. JavaScript must be enabled for proper operation.
6. All data is encrypted via the USRowing SSL certificate.
7. Upon launch of the new portal, the existing (legacy) USRowing waiver portal on RegattaCentral will be decommissioned.

A booster organization officer is to submit to the VASRA Secretary a statement certifying all rowers on his/her team have signed the 2012 waiver. This certification is due by March 23, 2012. If is not received by that date, the team may not be able to compete in a VASRA meet or regatta. Certification form is attached. PDF and FAX signatures are acceptable.

If you have questions or comments, contact Fran Phoenix: H (703) 670-6077, C (702) 217-7959, franphoenix@aol.com.

2012 Individual Rowing Liability Waiver Signature Certification

(Date)

From: _____
Name of Club

Mailing Address (Street)

(City, State, Zip)

To: Virginia Scholastic Rowing Association
c/o Fran Phoenix, Secretary
15425 Silvan Glen Drive
Dumfries, Virginia 22025

Subject: Individual Liability Waiver Signature Certification

I hereby certify that every _____ crew team
(Club / Team / Booster Organization School Name)

athlete and coach have signed the Release of Liability online at the USRowing Roster / Waiver Web Portal (<https://rosters.usrowing.org/>) for the 2012 regatta year. We will, in the event of an incident, provide VASRA with a copy of the signed waiver for each participant involved in the incident. We acknowledge that failure to have said signed waiver on file with USRowing prior to an incident renders us liable for the first \$25,000 of any claim arising from the incident.

PDF or facsimile signature copy of this certification is acceptable. Send such to franphoenix@aol.com. Or you can mail the original.

(Signature)

(Printed Name)

(Title)

(Phone - Day)

(Phone - Evening)

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