

2017
SCDBC Registration Package Checklist

To: Team Captains, Coaches, Managers and Adult Supervisors

PRINT Name of Team: _____

1. Signed 2017 SCDBC *Application for Membership*
2. Signed 2017 SCDBC *Rules and Regulations* (***last page only***)
3. Signed 2017 SCDBC *Practice Schedule Calendar*
4. Signed 2017 *Practice & Equipment Maintenance Procedures*
5. Submitted Initial Team Roster Online (<http://tiny.cc/scdbcroster>) - instructions on page 17.
6. Send online waiver link to all current team members (<http://tiny.cc/scdbcwaiver>) - instructions on page 17.
7. Send online membership link to all current team members (<http://tiny.cc/scdbcmembership>) - instructions on page 18.

Please read and initial as completed:

_____ “Team leaders” have read and will abide by the SCDBC Policies & Procedures and SCDBC Rules & Regulations*

_____ “Team leaders” are familiar with and will follow the 2017 Practice & Equipment Maintenance Procedures*

_____ Your team will use ONLY SCDBC-certified steerspersons

_____ High school, Junior High, Elementary and Church/Community youth teams **must have at least one adult (18 years or older) on the boat during each practice session.**

_____ You have checked your team waivers and have made every effort to ensure the accuracy of the signatures and that the waivers have been completed correctly.

* “Team leaders” include your team’s captains, coaches, managers, adult supervisors and board members/directors. “Team leaders” must be 18 years of age or older.

By signing this, you are certifying that the initialed statements true.

_____ Print Name	_____ Position
_____ Signature (must be 18 years of age or older)	_____ Date

Please give complete Registration Packages to Dr. Chen. Once your completed package is checked, email verification will be sent to both you and Mary Melton.

Southern California Dragon Boat Club (SCDBC)

SCDBC Annual Membership for 12 months beginning January 1, 2017

318 N. Garfield Ave. ♦ Monterey Park ♦ CA 91754-2904
 Phone: 626-288-2888 ♦ Fax: 626-573-3888
www.scdbc.org

PRINT Team Name: _____ Website: _____
 Address: _____ City/Zip: _____
 Sponsor Name: _____
 PRINT Captain Name*: _____ E-Mail: _____
 Cell/phone: _____
 PRINT Coach Name*: _____ E-Mail: _____
 Cell/phone: _____
 PRINT Manager/Adult Supervisor*: _____ E-Mail: _____
(Circle one)
 Cell/phone: _____

PRINT Certified Steers names for your team:

1.	2.	3.	4.
5.	6.	7.	8.
9.	10.		

NEW REQUIREMENT - Each team must provide one person who will be responsible for monitoring his/her team's practice boat and reporting any damage/necessary maintenance on a monthly basis. Please include this person's info:

NAME: _____ CELL: _____
 EMAIL: _____

Fees:

Usage fee for life vests: \$600.00 _____
 Usage fee for paddles: \$1000.00 _____
 Non-participant fee for 2017 Long Beach Festival: \$2500.00 _____

*Practice timeslot fee (insurance **AND MAINTENANCE DEPOSIT** are included in fees this year). If there are no maintenance/repair issues with your team's boat(s), fee will be returned or applied to 2018 practice fees:*

PRACTICE TIME	A. <70 PRACTICES	B. <80 PRACTICES	C. <90 PRACTICES	D. <100 PRACTICES	QTY	TOTAL
8:00A - 9:25A	\$1300+\$200 (\$1500) <input type="checkbox"/>	\$1400+\$200 (\$1600) <input type="checkbox"/>	\$1500+\$200 (\$1700) <input type="checkbox"/>	\$1600+\$200 (\$1800) <input type="checkbox"/>		
9:30A - 10:55A	\$1300+\$200 (\$1500) <input type="checkbox"/>	\$1400+\$200 (\$1600) <input type="checkbox"/>	\$1500+\$200 (\$1700) <input type="checkbox"/>	\$1600+\$200 (\$1800) <input type="checkbox"/>		
11:00A - 12:25P	\$1300+\$200 (\$1500) <input type="checkbox"/>	\$1400+\$200 (\$1600) <input type="checkbox"/>	\$1500+\$200 (\$1700) <input type="checkbox"/>	\$1600+\$200 (\$1800) <input type="checkbox"/>		
12:30P - 1:55P	\$1300+\$200 (\$1500) <input type="checkbox"/>	\$1400+\$200 (\$1600) <input type="checkbox"/>	\$1500+\$200 (\$1700) <input type="checkbox"/>	\$1600+\$200 (\$1800) <input type="checkbox"/>		
2:00P - 3:25P	\$1300+\$200 (\$1500) <input type="checkbox"/>	\$1400+\$200 (\$1600) <input type="checkbox"/>	\$1500+\$200 (\$1700) <input type="checkbox"/>	\$1600+\$200 (\$1800) <input type="checkbox"/>		

Make checks payable to "ICEA"

TOTAL FEES: _____ \$

* **Must be 18 years of age or older.**
Teams with over 30 members are required to register a second team. Each subsequent increment of 30 members will require registration of an additional team.

Captain's Signature: _____ Date: _____
 Coach's Signature: _____ Date: _____
 Team Manager's Signature: _____ Date: _____

NOTES:
 ALL membership forms and fees, including completed waivers and roster are due by **December 15th** to DR. CHEN.
 Please present team rosters and waivers in alphabetical order.

For ICEA use only

Amount Received _____	Check # _____	Received by _____
Approved by _____	Roster _____	Waivers _____
Life Vest Discount _____	Paddles Discount _____	LB Festival Discount _____

Southern California Dragon Boat Club Rules & Regulations*

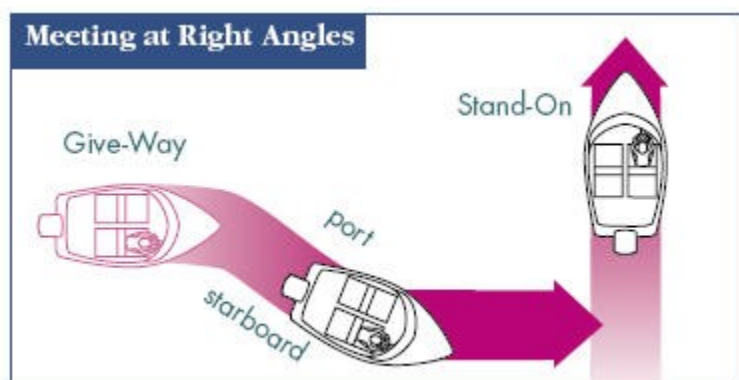
- I. **WATER SAFETY RULES** - Steersperson has primary responsibility for SAFETY of the boat and its paddlers on the water.
- A. When leaving Mother's Beach, traffic moves COUNTERCLOCKWISE around the island.



- B. TWO-WAY TRAFFIC PATTERNS are established by the Harbor Patrol.
- C. ALL TRAFFIC MOVES TO THE RIGHT-HAND SIDE of the waterway, just like street driving.
An exception to this rule exists if the scullers (rowers) are racing in front of Mother's Beach; if the scullers are practicing/racing in the area in front of Mother's Beach, dragon boats are to "hug" the swim buoys on the left and stay away from the scullers on the right until reaching Los Cerritos Channel (Marine Stadium).

Southern California Dragon Boat Club Rules & Regulations*

- D. When approaching at right angles and at risk of collision, give-way (yield) to the boat ahead and to the right of you. You must direct your course to the right and pass behind the other boat. If necessary you should slow, stop, or back-paddle. Never turn your boat to the left during a crossing situation. Doing so may result in a serious collision.



- E. If overtaking another vessel, give right-of-way and keep clear. When a dragon boat is approaching a slower boat (e.g. kayaks, shells) and wishes to pass, 1) first make sure there is SAFE open water to pass, 2) ALERT the people in the other boat of your intentions and then safely take the widest clearance possible to pass (keep clear).

Many of these people are vacationers and are not adept at maneuvering their boats.

Remember that we have a responsibility to the Long Beach community to help keep its waters safe.

NOTE: Five (5) short whistle blasts alert other boats to a dangerous situation.

- F. Channel marker buoys define the traffic lanes and include
1. GREEN CAN BUOYS that mark the LEFT side of the channel when boats are returning to port (left side of boat).
 2. RED-STRIPED SPHERICAL BUOYS that mark the center of the channel.
 3. RED NUN BUOYS that mark the right side of the channel when boats are returning to port.
- "Red, Right, Returning" is a saying to help remember which side of the channel the red buoys should be when boats are returning from seaward to a port/harbor.

Southern California Dragon Boat Club Rules & Regulations*

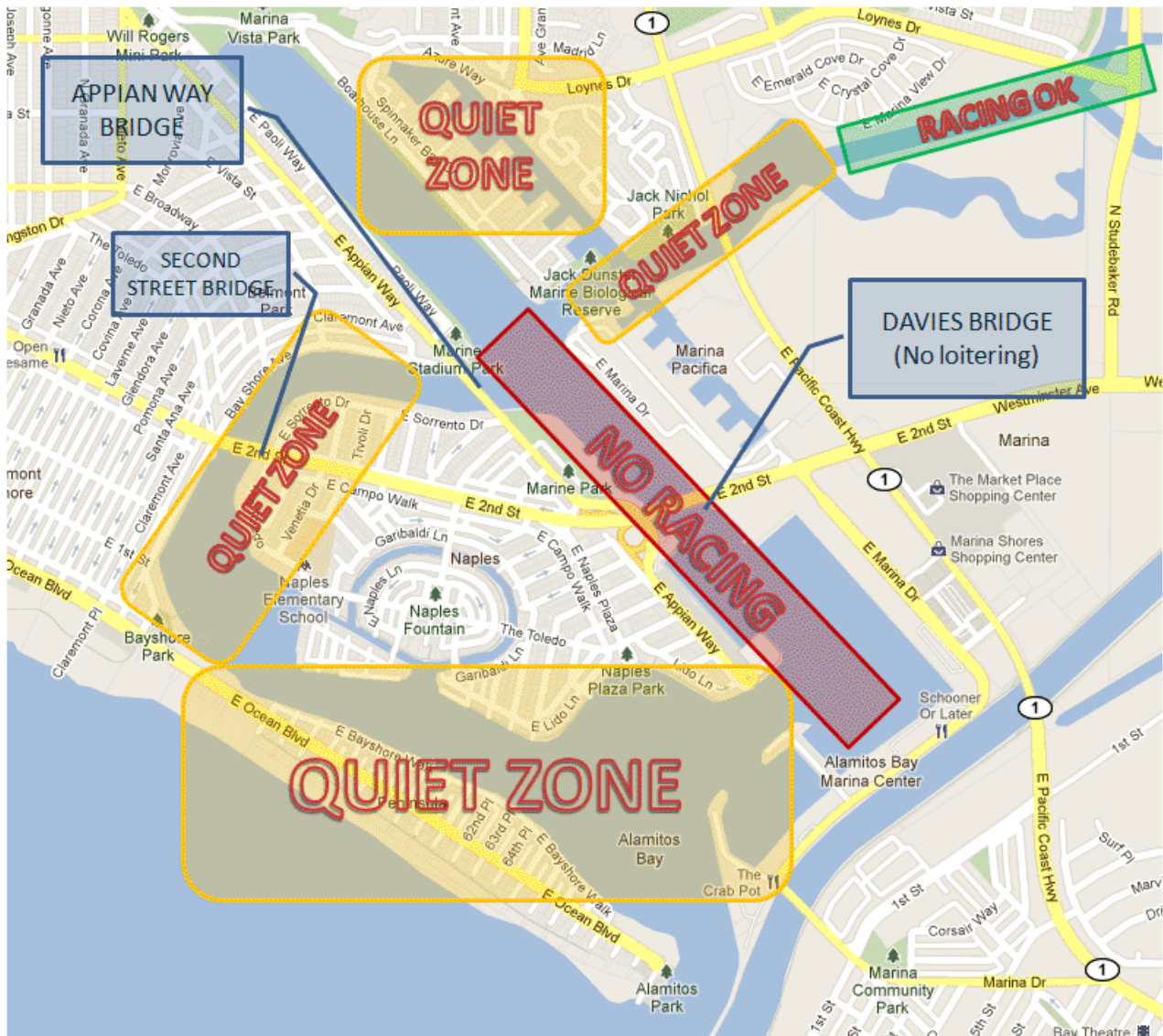


- G. Dragon boats should ALWAYS KEEP TO THE RIGHT OF THE BUOY LINE (keep the buoy line on your left or port side, don't go the wrong way).
- H. LEAST MANEUVERABLE CRAFT HAS THE RIGHT OF WAY. When in doubt, give-way!
 1. Dragon boats give-way to yachts, sailboats, and large-powered vessels.
 2. Boats propelled by paddles *usually* have the right-of-way over motor boats, because they are harder to maneuver - but **don't challenge them!**
- I. MARINE STADIUM WATERS ARE OFF LIMITS TO DRAGON BOATS. The area is limited to shells before 8AM and water-skiers after 8AM.



Southern California Dragon Boat Club Rules & Regulations*

- J. DRAGON BOATS DO NOT HAVE THE RIGHT TO STOP AT PRIVATE DOCKS. The long dock in front of Long Beach Yacht Club, the Marine Department dock, and the American Pride dock are accessible to dragon boats.
- K. Please watch for SWIMMERS – they are sometimes hard to spot in the bay.
- L. The Marine Department has asked dragon boats NOT TO RACE:



1. in the area between LONG BEACH YACHT CLUB and MARINE STADIUM. This includes underneath the Davies Bridge, in front of Mother's Beach and in front of Marine Park
2. in the Naples Canals
3. in close proximity to other boats or swimmers

Southern California Dragon Boat Club Rules & Regulations*

RACING is defined as 2 or more boats paddling at 100% in "mock" race mode.

Please understand that one team's lack of respect in NOT following these rules will reflect poorly on the entire Southern California Dragon Boat Club community.

M. The Marine Department has asked dragon boats NOT TO LOITER:

1. In the area IN FRONT OF DAVIES BOAT LAUNCH RAMP (directly across from Mother's Beach)
2. Under any bridges
3. In the middle of any waterways

Please "pull over" if you need to speak to your team or converse with your other boat. You don't stop in the middle of the 405 and block traffic to hold conversations do you?

N. Other Water Rules:

1. "QUIET ZONE" is in force ***at all times*** in the following areas:
 - a. all waterways surrounding and within Naples Island – this includes waterways adjacent to the peninsula across from Naples Island
 - b. any other waterways adjacent to private residences
2. Dragon boats may not leave the Alamitos Bay waterways nor enter the open ocean past the breakwater.

II. LAND SAFETY RULES

- A. Wooden boat braces should be placed as close to the boats as possible (and as far away from the volleyball court to prevent players from tripping over them).
- B. Teams should NOT place equipment on benches or walkways next to the grassy areas. Equipment should be placed ONLY on the grassy area.
- C. If there are too few people to lift the boat, use the dolly to carry the boat from the sand to the water.

III. PERSONAL SAFETY RULES

- A. Approved U.S. Coast Guard-approved personal flotation device (PFD) MUST BE WORN AT ALL TIMES on the dragon boat.
 1. All PFD zippers, straps and buckles must be zipped, strapped and buckled while in the dragon boat on the water. PFD should fit snugly.
 2. Type V hybrid (inflatable) PFD is NOT allowed to be used for practices by SCDBC teams.

Southern California Dragon Boat Club Rules & Regulations*

- B. A maximum of 22 people (20 paddlers, 1 steer, 1 caller) is allowed on the 20-man boats. A maximum of 12 people (10 paddlers, 1 steer, 1 caller) is allowed on the 10-man boats.
- C. Paddlers may not paddle while standing in the boat on the water. Standing briefly is allowed while "switching sides" during drills.

IV. **EQUIPMENT RULES** - Teams are responsible for payment of any repairs or replacement of equipment resulting from damage due to negligence or carelessness.

A. Boat Care

1. Boats should be CARRIED (using handles on the inside if available, if not, using benches) or placed on the dolly when moved to and from the water. DO NOT DRAG the boats over the sand or other surfaces.
2. Boats should be rinsed with fresh water after use. Excess water must be bailed/scooped out of the inside. DO NOT TIP THE BOAT ON ITS SIDE to drain water - this may damage the hull.
3. After rinsing, braces should be placed back on the boat (each boat has assigned braces) and the appropriately assigned cloth cover should be placed over the braces.
4. Boat covers should be ROLLED from bow (front) to stern (back) and placed either on the braces or adjacent boat not in use. Do NOT leave boat covers on the sand. Tie sand bags or place on covers.
5. All boats MUST BE DOCKED SOUTH of the shower. Each boat is numbered and should be placed in numerical order from north to south, starting with the 10-man boats, then the 20-man boats. Keep all dragon boats together as tightly as possible and away from the volleyball courts.

B. Equipment Care

1. The steering oar and all paddles and life vests from the shed should be rinsed with fresh water and neatly stored (life vests hung) in the equipment shed after use.
2. All teams are responsible for making sure paddles, life vests, steering oars, boat braces, dolly, hose, and any other equipment are properly stored and all water bottles and trash around the area are picked up. The beach must be left CLEAN AND ORDERLY. The Marine Bureau Manager monitors our area.

Southern California Dragon Boat Club Rules & Regulations*

3. LAST TEAM AT PRACTICE (regardless of schedule) is responsible for making sure that all equipment is stored back in the shed, that the shed is left clean and orderly and that the shed is LOCKED. When in doubt, LOCK THE SHED.

V. ADMINISTRATIVE RULES

- A. Forms - All year-around teams must complete 2017 SCDBC Year-Around Membership Forms before being allowed on the water.
 1. Each paddler MUST have a completed and signed SCDBC waiver on file before paddling on the water. Minors must have parent/guardian signature.
 2. Captain/Team Leader must file an "Initial Team Roster" when applying for membership. At each subsequent practice, this "Initial Team Roster" must be completed electronically (or printed out) and team leader indicates beside paddler names that they are present for that practice. NEW paddlers to the roster must be ADDED to the roster for that day. Waivers for the NEW paddlers are to be completed electronically or printed out, signed and turned in, along with the Team Roster to the beach monitor (TK) *before* EACH practice session.
- B. Practice Scheduling- 2017 Calendar must be completed before the beginning of the year. Teams must indicate days on which they will practice during the year.
 1. *Any schedule CANCELLATIONS should be submitted no later than FRI before that weekend to TK at tkclimb@aol.com with COPIES (CC: to Mary at info@scdbc.org AND Josh at scdbc.records@gmail.com*
 2. Multiple time slots requested (e.g. SAT, SUN and WEEKDAY) rates will be based upon the higher premium timeslot rates.
 3. Unused practice days cannot be substituted for future dates.
 4. Teams requesting extra time for Recruiting days will be assessed a **\$50 per hour fee per boat**.
 5. Teams who exceed practices, or fail to show for 2 scheduled practices will be assessed a penalty. Continued non-adherence to practice schedule may incur other penalties or result in expulsion from the club.
 - a) *Teams showing up to the beach and NOT on practice schedule, or teams requesting ADDITIONAL practices, will incur a **\$50 charge** to be paid to beach monitor before getting on the boat.*
 - b) *Teams failing to show for a scheduled practice without advanced notice (no-show), a **penalty of \$50** will be assessed.*
 6. Teams will be assigned specific boats for practices. Teams MUST take the boats to which they are assigned for practices.
 7. Teams transferring practice slots to other teams/non-member groups will be assessed a **fine of \$300**. Additional infractions will include loss of paddling privileges or expulsion from SCDBC.
 8. Teams should leave the beach at their scheduled time and return to the beach PROMPTLY.
 9. Steersperson or Team Leader MUST sign his/her team's boat OUT when taking the boat and IN when returning the boat. The sign-in sheet is located on the door of the equipment shed.

Southern California Dragon Boat Club Rules & Regulations*

- C. Each steersperson must wear his/her designated number (assigned by Steersperson Committee) on the back of his/her life vest while on the water.
- a) If the steersperson has forgotten or misplaced his/her number, he/she will not be allowed to steer his/her team's boat unless he/she first informs the beach monitor or a member of the SCDBC staff.
 - b) Do NOT borrow someone else's number. NO EXCEPTIONS. Any steer found in violation of this rule will be penalized; his/her team will also be found in violation. Steers who violate his rule repeatedly will risk decertification and the team risks suspension of its practices or expulsion from the SCDBC.
- D. Team captains/leaders will be required to attend quarterly meetings and/or other meetings deemed necessary by the SCDBC throughout the year. **Teams missing any of these meetings will incur a \$300 charge (each meeting must be attended in its entirety).**

I understand and agree to abide by the SCDBC Rules & Regulations*

Signature: _____

Team Captain/Coach/Manager (Circle one)
(Must be 18 years of age or older)

Date: _____

Team Name: _____

Southern California Dragon Boat Club (SCDBC) 2017 Practice & Equipment Maintenance Procedures

Team Captains and Adult Supervisors (for High School, Jr. High, Elementary and Church/ Community youth teams) are responsible for ensuring their teams remain in compliance.

1. The practice schedule will be posted on www.scdbc.org website.
 - a. **Cancellations to the schedule should be submitted no later than the FRI before that weekend to TK at tkclimb@aol.com with copies (CC) to Mary at info@scdbc.org and Josh at scdbc.records@gmail.com**
 - b. Teams may only practice during scheduled times on scheduled boats.
 - c. If a team arrives at the beach and is not on the schedule, a **charge of \$50.00** will be assessed. The **\$50.00** is payable to beach monitor before the team gets on the water.
 - d. Teams transferring practice slots to other teams/non-member groups will be assessed a fine of **\$300**. Additional infractions will include loss of paddling privileges or expulsion from SCDBC.
 - e. Teams holding RECRUITING events will be charged **\$50/boat/extra hour**.
2. Team members should use Mother's Beach metered parking or the Boy Scout parking lot just south of the Davies Bridge. Do not park on Appian Way.
3. High School, Junior High, Elementary and Church/Community youth teams must have at least one adult on the boat during each practice session. Adults will be responsible for the supervision and safety of their minor members.
4. Teams will only use SCDBC-certified steerspersons who are familiar with and will follow the Alamos Bay Water Traffic Rules (posted on website) and SCDBC Rules & Regulations.
5. **Drummers must be careful when standing/sitting at the front of the boat.**
6. Each paddler should be familiar with capsizing procedures.
7. U.S. Coast Guard-approved life vests are mandatory and must be worn during each practice.
8. Teams are responsible for payment of any repairs or replacement of equipment resulting from damages or loss to the boats or equipment due to negligence or carelessness.
9. Teams are responsible for proper maintenance and care of boats, steering oars, paddles, life vests and other equipment used.
 - a. Dragon boats must be properly dry-docked and covered after the last practice of each day.
 - i. Boats must be carried (NOT dragged) to and from the water
 - ii. All boats must be docked south of the shower. Keep them together as tightly as possible. Large boats #1-9 in order with #9 closest to the bridge.
 - iii. Rinse the boat and steering oar with fresh water. Scoop the water out of the boats. Boats may NOT be tilted on their side as it can result in a cracked hull.
 - iv. The wooden braces must be placed in the boats before covering.
 - b. The steering oar, paddles, and life vests will be rinsed with clear water and neatly stored in the equipment shed after each use.
 - c. The last team at practice (regardless of the schedule) is responsible for making sure the equipment shed is left orderly and LOCKED. If in doubt, LOCK the shed.
10. All teams are responsible for making sure that paddles, life vests, steering oars, boat braces, dolly and all other equipment are properly stored and that water bottles and trash are picked up. The beach must be left CLEAN and ORDERLY. The Marine Bureau Manager will be monitoring our area.
11. Failure to comply with these procedures may result in loss of practice privileges.

***I have read and agree to abide by these procedures.
(You must be 18 years of age or older to sign).***

PRINT Team Name: _____

Captain/Team Manager/Coach/Adult Supervisor: _____
(Circle applicable title) (Print Name)

Signature: _____ Date: _____

Captain/Team Manager/Coach/Adult Supervisor: _____
(Circle applicable title) (Print Name)

Signature: _____ Date: _____

2017
SCDBC PRACTICE SCHEDULE CALENDAR

TEAM NAME: _____

PRACTICE TIME SLOT: _____

TOTAL DAYS: _____

INSTRUCTIONS/RULES:

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
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26	27	28				

MARCH						
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APRIL						
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MAY						
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JUNE						
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JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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24	25	26	27	28	29	30
31						

Captain/Team Manager/Adult Supervisor (PRINT NAME): _____

Signature: _____ Date: _____

- 1 Complete ONE calendar for EACH team. (If your club has 2 teams, you need 2 calendars)
- 2 Teams will have priority over the practice slots to which they are CURRENTLY assigned (2016).
- 3 A team can change its year-around practice time as long as there's space available. If slot is "full", one of the teams from that slot has to relinquish its place in order for another team to take it.
- 4 Once a team chooses a practice time, it must stay with that practice time for the full year.
- 5 No substitutions. If your team can't make a practice day, future/replacement practice day cannot be scheduled.
- 6 Teams requesting extra time for RECRUITING will be assessed a **\$50/hour/boat fee**.
- 7 Teams showing up to the beach and NOT on the practice schedule or teams requesting additional practices will be assessed a **\$50/boat fee** before going out on the water.
- 8 Teams should leave the beach at scheduled time and return to the beach ON TIME.
- 9 Hour and a half practices will be reduced to ONE HOUR practices from JUNE through to the last weekend in JULY to accommodate festival teams.
- 10 **NO FREE HOURS FOR RECRUITING.** NO FLEX HOURS please plan ahead for extra recruiting hours and place on schedule.

NOTE: CANCELLATIONS to schedule should be submitted by FRI before that weekend
EMAIL to TK at tkclimb@aol.com and COPY Mary at info@scdbc.org
AND Josh at scdbc.records@gmail.com

Team: _____

ICEA & SCDBC Release, Waiver of Liability and Assumption of Risk

Paddling Dates Include But Are Not Limited To: November 11, 2016 - December 31, 2017

Race/Festival Dates Include But Are Not Limited To: April 23, 2017, July 29-July 30, 2017

In consideration of the use of the services, equipment, and facilities provided by the International Culture Exchange Association, the Southern California Dragon Boat Club, the City of Long Beach, the Long Beach Sea Festival, and each entity's agents, owners, officers, volunteers, participants, employees, coaches, instructors, and all other persons or entities acting in any capacity on their behalf (hereinafter collectively referred to as "ICEA"), I hereby agree to release and discharge ICEA, on behalf of myself, my children, my parents, my heirs, assigns, personal representative and estate as follows:

I acknowledge that Dragon Boat paddling, Dragon Boat racing, and related activities (collectively referred to as "Activity" or "Activities") entail known and unanticipated risks which could result in physical or emotional injury, paralysis, death, or damage to myself, to property, or to third parties. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the Activity. **These risks include, among other things:** boat capsize; tidal conditions and currents; collision with objects or other watercraft; prolonged exposure to cold water, hypothermia, accidental drowning; illness in remote areas; exposure to sun, strong wind, cold storms, waves and lightning; aggressive and/or poisonous marine life; wrist, arm, shoulder and/or back injuries; slips and falls; and rapidly changing adverse weather and water conditions. Furthermore, ICEA instructors and organizers have difficult jobs to perform. They seek safety, but they are not infallible. They might be unaware of a participant's fitness or abilities. They might misjudge the weather, the elements or the terrain. They may give inadequate warnings or instructions, and the equipment being used might malfunction. This release also extends to all ICEA events I participate in whether or not the event is directly related to dragon boat paddling.

1. **I VOLUNTARILY ASSUME ALL RISK KNOWN AND UNKNOWN, OF INJURIES, HOWEVER CAUSED, EVEN IF CAUSED IN WHOLE OR IN PART BY THE ACTION, INACTION, OR NEGLIGENCE OF ICEA TO THE FULLEST EXTENT OF THE LAW.** My participation in this Activity is purely voluntary, and I elect to participate in spite of any and all risks.
2. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless ICEA from any and all claims, demands, or causes of action, which are in any way connected directly or indirectly with my participation in this Activity or my use of ICEA's equipment or facilities, including any such claims which allege negligent acts or omissions of the ICEA.
3. Should the ICEA or anyone acting on its behalf, be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.
4. I certify that I have adequate insurance to cover any injury or damage I may cause or suffer while participating, or else I agree to solely bear the costs of such injury or damage. I further certify that I am willing to assume the risk of any medical or physical condition I may have.
5. In the event that I file a lawsuit against the ICEA, I agree to do so solely in the state of California, and I further agree that the substantive law of California shall apply in that action. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

By signing this document, I acknowledge that if anyone is hurt or property is damaged during my participation in this Activity, I may be found by a court of law to have waived my right to maintain a lawsuit against the ICEA on the basis of any claim from which I have released it therein. I have had sufficient opportunity to read this entire document. I have read and understood it, and agree to be bound by its terms.

Signature of Participant: _____ Print Name: _____

Address: _____ City/Zip: _____

Phone: _____ Email: _____ Date: _____

Emergency Contact: _____ Emergency Phone: _____

CHECK HERE IF PARTICIPANT IS UNER 18 YEARS of AGE

PARENT OR GUARDIAN'S ADDITIONAL INDEMNIFICATION

I hereby give my consent for the above named minor to participate in the Activities defined above. I, the undersigned, hereby release and discharge the International Culture Exchange Association, the Southern California Dragon Boat Club, the City of Long Beach, the Long Beach Sea Festival and each entity's agents, owners, officers, volunteers, participants, employees, coaches, instructors, and all other persons or entities acting in any capacity on their behalf (hereinafter collectively referred to as "ICEA"), from all liabilities associated with any and all claims related to such Activity that may be filed on behalf of or for the above named minor. For the purposes of this agreement, liability means all claims, demands, losses, causes of action, suits or judgments of an and every kind that occurs during the above-described activity and that results from any cause other than the negligence of ICEA.

Parent/Guardian Signature: _____ Print Name: _____ Date: _____

Southern California Dragon Boat Club (SCDBC) 2017 Initial Team Roster

PRINT Team Name: _____

PRINT Team Captain*/Manager*: _____

PRINT Team Coach*: _____

**MUST BE 18 YEARS OF AGE OR OLDER*

Please list each team member, by last name, then first name.

Permanent member number will be assigned to paddler (first 2 numbers reflect team identifier)

If you have more than 30 team members, you will need to register a second (2nd) team.

Check box beside paddler name if certified steer and/or certified CPR.

CPR certification is recommended but will no longer be REQUIRED for Steer certification.

Member #	Name	Steer	CPR	Member #	Name	Steer	CPR
<input type="text"/>	1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	16. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	17. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	18. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	19. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	20. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	6. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	21. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	7. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	22. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	8. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	23. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	9. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	24. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	10. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	25. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	11. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	26. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	12. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	27. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	13. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	28. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	14. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	29. _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	15. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	30. _____	<input type="checkbox"/>	<input type="checkbox"/>

I certify that the above information is correct to the best of my knowledge,

Signature: _____ Date: _____

Team Captain/Coach/Manager (Circle one)
(Must be 18 years of age or older)

Southern California Dragon Boat Club (SCDBC) 2017 Practice Roster

PRINT Team Name: _____

PRINT Team Captain*/Manager*: _____

PRINT Team Coach*: _____

*MUST BE 18 YEARS OF AGE OR OLDER

*Please list each team member, by last name, then first name.
Permanent member number will be assigned to paddler (first 2 numbers reflect team identifier)
If you have more than 30 team members, you will need to register a second (2nd) team.
Check box beside paddler name if certified steer and/or certified CPR.*

Member #	Name	Steer	CPR	Member #	Name	Steer	CPR
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 1.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 16.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 2.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 17.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 3.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 18.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 4.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 19.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 5.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 20.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 21.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 7.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 22.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 8.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 23.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 9.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 24.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 10.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 25.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 11.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 26.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 12.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 27.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 13.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 28.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 14.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 29.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 15.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 30.	_____	<input type="checkbox"/>	<input type="checkbox"/>

THE SECTION BELOW IS FOR ADDITIONAL (NEW PADDLERS) NOT LISTED ON THE ORIGINAL ROSTER. THIS ROSTER MUST BE COMPLETED AND SIGNED/INITIALED BY TEAM LEADER AND SUBMITTED TO BEACH MONITOR OR HER DESIGNEE **BEFORE** EVERY PRACTICE

<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 1.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 2.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 7.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 3.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 8.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 4.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 9.	_____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 5.	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 10.	_____	<input type="checkbox"/>	<input type="checkbox"/>

I certify that the above information is correct to the best of my knowledge,

Signature: _____ Date: _____

Team Captain/Coach/Manager (Circle one)
(Must be 18 years of age or older)

SCDBC Electronic Forms System

Introduction

Online forms are ALWAYS preferred over paper forms. Please only use paper forms if absolutely necessary. We will be phasing out paper forms completely in the next 2-3 years.

Initial Roster

Online Roster (Preferred)

Please submit your initial 2017 team roster using this online form:

<http://tiny.cc/scdbcroster>

Paper Roster

The paper roster form can be found here if you are having trouble doing it online:

<http://tiny.cc/scdbcpaperroster>

Waiver

Pre-practice Waiver Form (Preferred)

The electronic ICEA & SCDBC waiver form can be found here:

<http://tiny.cc/scdbcwaiver>

This link can be provided to any guest requesting to practice with your team. As best as possible, please try to have guests fill out this waiver prior to attending practice. If the guest is unable to fill out the pre-practice waiver, the beach waiver or paper waiver may be filled out and submitted to the beach monitor.

Beach Waiver Form

The electronic beach waiver can be found here:

<http://tiny.cc/scdbcbeachwaiver>

This version is only meant for last minute waiver completions at the beach. PLEASE DO NOT USE THIS LINK FOR PRE-PRACTICE WAIVERS.

Paper Waiver Form

The paper waiver should only be used if the above two options are completely inaccessible.

<http://tiny.cc/scdbcpaperwaiver>

Paper waivers may either be submitted to the beach monitor or mailed to:

SCDBC Records
13513 S. Wilkie Ave
Gardena, CA 90249

Membership & Safety Exam

Online Membership Form (Preferred)

The electronic SCDBC membership form can be found here:

<http://tiny.cc/scdbcmembership>

This link can be provided to any guest on your team who is requesting to become a member of your team and SCDBC. It includes the online safety test as part of the online membership process.

Paper Membership Form

<http://tiny.cc/scdbcpapermembership>

If the guest is unable to fill out the electronic membership form, the paper form may be filled out and submitted to the beach monitor or mailed to:

SCDBC Records
13513 S. Wilkie Ave
Gardena, CA 90249

Team Database

Summary Spreadsheet

Your team's SCDBC waivers, memberships and safety tests are all summarized in one convenient spreadsheet online. If you are a new team captain for 2017, please request your team link from your previous captain. If your previous captain does not have that information, please email scdbc.records@gmail.com to request it.

This spreadsheet is viewer protected and is only shared with designated members of your team. Captains can manage the sharing permissions of this document.

Attendance

Online Attendance Form

Your team's attendance at each practice must be submitted online PRIOR to getting on the boat before practice. If you are a new team captain for 2017, please request your team link from your previous captain. If your previous captain does not have that information, please email scdbc.records@gmail.com to request it.

If you cannot submit this form electronically prior to practice, please use the old paper form and submit it to the beach monitor.

Summary

The summary spreadsheet for your team's attendance information can be found online. If you are a new team captain for 2017, please request your team link from your previous captain. If your previous captain does not have that information, please email scdbc.records@gmail.com to request it.

This spreadsheet is viewer protected and is only shared with designated members of your team. Please email scdbc.records@gmail.com to add or remove viewers. Also, this spreadsheet must maintain a clear audit trail for insurance purposes. Therefore, any corrections or changes must be requested in writing by emailing scdbc.records@gmail.com or via the "Comments" box of the above form when you submit attendance.

Notification Preferences

Default Settings

By default, team captains are BCC'd for every waiver, membership, safety test and attendance submission. If you would like to add email addresses to the list or if you prefer not to receive specific or any notifications, please notify scdbc.records@gmail.com to change your preferences. Even if you disable notifications, you can still check the Team Summary and Attendance Summary spreadsheets for that information.