

INTERNATIONAL
GYMNASTICS PARENT
ASSOCIATION HANDBOOK



2012 - 2013
SEASON

Welcome to the 2012 – 2013 season with International Gymnastics Gym

The **International Gymnastics Parent Association (IGPA)** is a non-profit organization that supports the competitive gymnasts at International Gymnastics Gym.

Our mission: Foster and support the amateur athletes of International Gymnastics Gym by providing support to the various teams in all areas of competition and to promote amateur athletics in the community.

Based **upon the overall success of the last season, there are only a few changes to procedures this year. These changes are in bold.** Please find fee schedules, deadlines, and other information you will need to help your athlete, and the entire team, have a successful and fulfilling season.

All of this information and more can be found on our team website at:

www.igpa.weebly.com

If you haven't already registered on the website, please do. Throughout the season, the website will be updated with team information. If you have any questions regarding the website, contact the IGPA President.

Other Websites of interest:

<http://usagym.org/pages/index.html> USA Gymnastics Website

www.ilusag.com Illinois Woman's Website

<https://sites.google.com/site/illinoismensgymnastics> Men's Website

<http://region5.info/> Woman's Region 5 Website

<http://usagttregioniv.com> Power Tumbling Region 4 Website

<http://rvms.org/region5men> Men's Region 5 Website

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IGPA Positions

Board Members 2012-2013:

President:	Laura Barros 847-400-4864	President_igpa@yahoo.com
Treasurer:	Bobbi Ann Fulk 847-846-8042	Treasurer_igpa@yahoo.com
Secretary:	Carol Valente 224- 717-6827	Secretary_igpa@yahoo.com

Team/Level Representatives:

Women's Gymnastics:

Compulsories :	NEED VOLUNTEER
Optional:	Carol Valente 224-717-6827 carol440@aol.com

Men's Gymnastics:

Mary Henske
847-492-3554
mary.henske@zsassociates.com

Power Tumbling:

Sue Cascio
847-212-0755 scascio1100@att.net

Committee Chairs:

Fund Raising: Carol Valente

Uniform Coordinator:

Women's: **Laura Barros / Darla Stavros**

Men's: Mary Henske

Power Tumbling: Sue Cascio

Warm-ups: To Be Determined

Sponsors: To Be Determined

Meet Coordinators:

Women's: **NEED VOLUNTEERS**

Men's: **NEED VOLUNTEER**

Power Tumbling: **Sue Cascio**

Miscellaneous Required Fees

USA-Gymnastics Registration fee: Due: August 15

\$55 is used to register athletes with in the USA-Gymnastics (USAG) program. USAG membership allows athletes to compete in USAG sanctioned events. Membership also provides the USAG magazine. Each athlete will receive a temporary card from the IGPA and a permanent card in the mail from USAG. IGPA will be responsible for registering each athlete. Checks are to be made out to IGPA and placed in the IGPA treasurer box, along with the completed USAG form (see appendix A), no later than August 15. After August 15, there will be a \$5 late fee.

IGPA Registration fee: Due: August 15.

The fee for new families is \$100 and the fee for returning families is \$30. This fee is used to offset administrative costs associated with the IGPA including not-for-profit 503c fees and legal obligations, financial reporting, postage, paper, web site, community projects, etc. Checks made out to the IGPA are due in the treasurer's box no later than August 15. After August 15, there will be a \$5 late fee.

Uniform Fees

Uniforms will be ordered Between July 29th and July 31st, 2012. Uniform samples for all teams will be available to try on at the gym. Checks are to be submitted to the treasurer along with an order form (see Appendix B) no later than July 31, 2012. Any order received after **July 31st** will be charged a \$5 late fee, and pricing may increase due to single orders, and arrival for the first meet cannot be guaranteed.

Each team has different uniform requirements. The current uniforms are staying the same for the upcoming season. Costs are as listed below:

Women's Gymnastics Team:

Leotards:	\$ 180 (required)
Warm Ups:	\$60 (required)
Bags:	Large Purple Bag: \$35
	Black Sling Bag: \$15
	(bag choice is optional)

Men's Gymnastics Team:

Step Ins:	\$64 (required)
Competition Pants:	\$45 (required)
Competition Shorts:	\$30 (required)
Warm Ups:	\$60 (optional)
Bag:	\$15 (optional)

Power Tumbling Team:

Women:

Leotard:	\$ 180 (required)
Warm Ups:	\$60 (required)
Bag:	\$15 (optional)

Uniform Fees (continued)

Power Tumbling Team:

Men:

Men's Step in:	TBD
Men's Competition Pants:	\$35
Men's Competition Shorts:	\$22
Men's Warm Ups:	\$60
Bag:	\$15 (optional)

Current Power Tumblers may use the warm ups from last year. Beginning this year all International Gymnastics Competitive Teams will be using the same warm-ups.

Meet fees and deadlines for Women's Gymnastics

Once the competitive season begins, gymnasts are expected to attend all meets. Based upon feedback, comments, complaints and research, the procedure for meet registration **is the same as last year.**

Meet registration deadlines can be months before the actual meet. In an effort to have the funds available when necessary, the meet fees will be collected in three installments as detailed below:

1 st Installment due:	August 15, 2012
2 nd Installment due:	September 15, 2012
3 rd Installment due:	November 1, 2012

Level 4, 5, and 6, each installment: \$305 cash/check

Optionals each installment: \$325 cash/check

\$10 late fee per installment

These fees are based on estimated costs of the seven regular season meets Natasha has chosen for this year and does NOT include State, Regional or National competitions. These fees cover the meet registration fees for individual athletes and the team, and coach fees and expenses (e.g., mileage, tolls, meals)

The fees above assume seven regular season meets. If the head coach or a team adds additional meets, extra fees will be collected.

If after paying, the head coach decides that your athlete is not ready to compete, your account will be credited the cost of that meet.

There are no refunds.

As soon as the meet schedule is finalized, everyone will receive a copy. It is assumed that all athletes will attend all meets. **If your athlete will not be able to attend a meet for family reasons, the IGPA meet coordinator must be notified within two weeks of receiving the meet schedule.** Under those circumstances the athlete will receive a credit towards State competition equal to the cost of the meet registration.

If your athlete is injured and is not able to compete, the meet coordinator must be provided with a Doctor's note. There is NO guarantee of a refund. Most scratch deadlines are months before the actual meet. IF a refund is obtained, your account will be credited the amount of the refund.

In the event that there is money leftover at the end of the season from the meet fees collected, this excess amount will be divided equally across athletes and applied towards the State competition.

State, Regional, and National fees will be collected separately. Each team will be responsible for the entire cost of their State, Regional, and National competitions. These costs include individual athlete and team registration fees, coaching fees for each session, and coach expenses. Coach's expenses in addition to travel costs and meals, may also include hotel charges.

EVERYONE must pay the first and second meet fee installments. IF the coachs decide that your athlete is not ready to compete at the beginning of the season, adjustments will be made to the final payment.

Meet fees and deadlines for Men's Gymnastics

Once the season begins, all gymnasts are expected to attend all meets. Based upon feedback, comments, complaints and research, the procedure for meet registration has changed.

Meet registration deadlines can be months before the actual meet. In an effort to have the funds available when necessary, the meet fees will be collected in 2 installments as detailed below:

1st Installment due: **September 15, 2012**

2nd Installment due: **November 15, 2012**

Level 4, 5, 6 each installment: **\$ 315**

\$10 late fee per installment

These fees are based on estimated costs of the five regular season meets Adrian has chosen for this year and does NOT include State, Regional or National competitions. These fees cover the meet registration fees for individual athletes and the team, and coach fees and expenses (e.g., mileage, tolls, meals). If the head coach or a team adds additional meets, extra fees will be collected.

If after paying, the coach decides your athlete is not ready to compete, your account will be credited the cost of that meet.

There are no refunds.

As soon as the meet schedule is finalized, everyone will receive a copy. **If your athlete will not be able to attend a meet for family reasons, the IGPA meet coordinator must be notified within two weeks of receiving the schedule.** Under those circumstances they athlete will receive a credit equal to the meet registration towards State competition.

If your athlete is injured and is not able to compete, the meet coordinator must be provided with a Doctor's note. There is NO guarantee of a refund.

Most scratch deadlines are months before the actual meet. IF a refund is obtained, your account will be credited the amount of the refund.

In the event that there is money leftover at the end of the season from the meet fees collected, this excess amount will be divided equally across athletes and applied towards the State competition.

State, Regional, and National fees will be collected separately. Each team will be responsible for the entire cost of their State, Regional, and National competitions. These costs include individual athlete and team registration fees, coaching fees for each session, and coach expenses. Coach's expenses in addition to travel costs and meals, may also include hotel charges.

Fund Raising Commitments

Being a competitive gymnast/power tumbler is expensive. In an effort to offset costs in the future, the IGPA is **hoping** to begin fund raising. In September the IGPA fund raising chair will hold a meeting to begin planning the yearly fund raising. The goal is to choose two fundraisers for the season and a commitment from EVERY family to participate in at least one.

Of the monies raised 80% will go into the IGPA general fund to benefit all team members, 10% will be reserved to help offset the cost of those attending State competitions, and 10% will be used to support a community benefit project (see next page).

Anyone interested in helping coordinate these efforts, please contact the Chair, and plan to attend the meeting.

In addition, we are going to try to solicit sponsors. If anyone knows of a company that would like to sponsor our teams please see the sponsor chair.

Community Benefit Project

In order for the IGPA to legally function as a not-for-profit organization, it must benefit the community in addition to the team.

Every year, the IGPA must organize / fund an event that helps promote gymnasts within the community.

As soon as an event is decided upon the board will notify the teams.

In the future we would like to do more in the community, so if you have any ideas, please contact a board member.

Contact Information

The IGPA wishes each team member a safe, happy season. If you have any questions, please contact your level/team representative listed on page four or any board member.

All board member emails will be posted on the website by September 1. Each team rep will have a contact list. If you would like a copy, please contact them.

All contact information is used solely for the purpose of the IGPA and is not sold, or distributed outside of the association.

Appendix A



2012/2013 ATHLETE MEMBERSHIP APPLICATION

\$54

Form valid August 1, 2012-July 31, 2013.

Register or renew at www.usagym.org to receive a \$5 discount.

ATHLETE MEMBERSHIP INFORMATION

NEW ATHLETE REGISTRATION
 PREVIOUS ATHLETE MEMBER NO. _____
 All fields marked * are REQUIRED

Please Email me my membership number and password

*First Name _____ MI _____ *Last Name _____ *Sex: _____ *Citizen: Yes No

*Mailing Address _____ *City _____ *State _____ *Zip _____

*Email Address _____ Telephone _____ *Date of Birth _____

CLUB INFORMATION

Club Name _____ State _____ Club No. _____

Contact Name _____ Contact Email _____

PROGRAM INFORMATION Required – Write the level(s) that apply on the line provided under the discipline

Women's Artistic Level _____	Men's Artistic Level _____	Acrobatic Level _____	Rhythmic Level _____	Trampoline/Tumbling Level _____	Group/GymFest/TeamGym Level _____
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ATHLETE MEMBERSHIP AGREEMENT

Signature is required for acceptance of membership

In consideration of my membership in the United States Gymnastics Federation (USA Gymnastics), and my participation in USA Gymnastics sanctioned events, I agree to be bound by each of the following:

- 1. Readiness to Compete:** I will only participate in those USA Gymnastics competitions for which I believe I am physically and psychologically prepared to compete. Prior to participation in USA Gymnastics events, I will have practiced my exercises, and will perform only those exercises which I have accomplished to the degree of confidence necessary to assure I can perform them by myself, without injury.
- 2. Medical Attention:** I hereby give my consent to USA Gymnastics and the Host Organization of any USA Gymnastics sanctioned event to provide, through a medical staff of his choice, customary medical/athletic training attention, transportation and emergency medical services warranted in the course of my participation in USA Gymnastics sanctioned events.
- 3. Waiver and Release:** I am fully aware of and appreciate the risks, including the risk of

catastrophic injury, paralysis, and even death, as well as other damages and losses associated with participation in a gymnastics event. I release USA Gymnastics, the Host Organization, and sponsor(s) of any USA Gymnastics sanctioned event, along with the employees, officers and directors of these organizations (collectively the "Released Parties"), from any claims, losses or damages arising from or in any way connected with my participation in the event, including claims, losses or damages arising from or occurring as a result of the negligence of any one of the Released Parties, but not including claims, losses or damages occurring as a result of the intentional or reckless conduct of any one of the Released Parties.

4. Online Member Search: I understand that the information provided will be listed on the USA Gymnastics online search: Athlete name, Athlete member number, Date of birth, Club number, and State. This information will be password protected and USA Gymnastics will use its best efforts to limit access to professional members of USA Gymnastics and club owners. USA Gymnastics does NOT release individual members' information to third parties.

Signature of Gymnast _____ Date _____ Primary Medical Insurance Carrier _____

*** Required for any athlete who is not yet 18 years old:** As parent or legal guardian of this athlete, I hereby verify by my signature below, that I fully understand and accept each of the conditions listed in the Athlete Membership Agreement for permitting my child to participate in any USA Gymnastics sanctioned event. I release the Released Parties from any claims, losses or damages arising from or in any way connected with my child's participation in the event, including losses or damages occurring as a result of the negligence of any one of the Released Parties, but not including claims, losses or damages occurring as a result of the intentional or reckless conduct of any one of the Released Parties. Whenever possible, USA Gymnastics suggests both parents/guardians be required to sign below, and the parent/guardian(s) should keep a copy of this form.

*Signature of Parent/Guardian: _____ in the state of _____ *Date: _____

*Signature of Parent/Guardian: _____ in the state of _____ *Date: _____

Club Representative Signature – I have checked this form and verify that all sections have been successfully completed and to the best of my knowledge are correct. I understand that failure to complete any section will result in delayed processing of this form. I have a copy, or original (if processed online), of this form on file at my club.

*Signature of Club Representative: _____ *Date: _____

NOTE: Normal processing time is 3-4 weeks from the date of receipt in our office. Please do not fax any form more than once. Duplicate faxes may result in duplicate charges to your credit card. When faxing groups of applications, please use a fax cover sheet indicating the total number of applications submitted. RUSH processing is an additional \$25 and guarantees membership number availability in our database and/or online membership search. If RUSH processing, your membership will be available within three business days of receipt in our office. Same day turnaround on RUSH processing requests cannot be guaranteed. Max RUSH fee for groups of 5-20 is \$100, 4-6 weeks card delivery.

PAYMENT INFORMATION

VISA
 Other _____
 Card # _____
 Exp. Date _____

Print Cardholder Name _____ Signature _____

Cardholder Phone _____ Email (for receipt) _____

PAYMENT TOTALS

Make checks payable to USA Gymnastics

Membership Fee: **\$54** _____

RUSH Fee: \$ _____

Donation Total: \$ _____

TOTAL PAYMENT \$ _____

Memberships are NON-REFUNDABLE and NON-TRANSFERABLE. Athlete Membership registration fee is \$54 when submitting form via fax or mail. Full Payment required for processing. Please print clearly, and double check credit card information for accuracy.

Return completed form and payment to: USA Gymnastics, 132 E. Washington St. Ste. 700, Indianapolis, IN 46204 or by fax: 317.692.5212 Attention: Member Services

Office Use Only

Number _____

Rec'd Date _____

Payment Amt _____

Check No. _____

Email sent date _____

Approval _____

By _____ Other _____

Appendix B:

Uniform Order Form:

Circle one:

Women's Gymnastics	Men's Gymnastics	Power Tumbling
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Athlete Name: _____ Male / Female

Parent's Name: _____

Phone Number: _____

Leotard/Step-in (circle size): \$

CS	CM	CL	AXS	AS	AM	AL	AXL
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Warm-up Pant (circle size): \$

CS	CM	CL	AXS	AS	AM	AL	AXL
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Warm-up Jacket (circle size): \$

CS	CM	CL	AXS	AS	AM	AL	AXL
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Competition Pants (Men only – circle size) \$

CS	CM	CL	AXS	AS	AM	AL	AXL
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Competition Shorts (Men only- circle size) \$

CS	CM	CL	AXS	AS	AM	AL	AXL
----	----	----	-----	----	----	----	-----

Bag \$35 or \$15

Total Cost: \$_____

Appendix C:

Contact Information:

Every year the IGPA creates a contact list for all the teams so we can all stay in touch. Please fill out the form below and return it to the secretary no later than August 1, 2011.

Please circle preferred contact email and phone number!

Team: Women's Men's or Power Tumbling

Gymnasts First Name: _____

Gymnasts Last Name: _____

Level _____ Age: _____ Date of Birth: _____

Leo size: _____ T-Shirt Size _____

Mom's Name: _____

Dad's Name: _____

Address: _____

City _____

State: _____

Zip _____

Home Phone Number: _____

Mom's Mobile Number: _____

Dad's Mobile Number: _____

Child's Mobile Number: _____

Mom's Email: _____

Dad's Email: _____

Child's Email: _____

Appendix D:

It's too early in the season for tentative schedules for any of the teams. As schedules become available, team representatives will be notified and the schedules will be posted on the website.