

| Appendix | Title | Due Date | Give to: |
|---|--|--|----------------------|
| General (All Clubs - September): | | | |
| D | Officers List | 9/12 | CSC Secretary |
| E | Membership Roster (>10 by date) | 9/12 | CSC Secretary |
| F | Statement of Risk & Liability (>10 by date) | 9/12 | CSC Secretary |
| G | Recognition of Non-coverage Release form | 9/12 | CSC Secretary |
| J | Safety Guidelines | 9/12 | CSC Secretary |
| K | Coaching Application | 9/12 | CSC Staff Advisor |
| L | Equipment Inventory | 9/12 | CSC Secretary |
| AB | Request/Renewal of Outside "R Club" Membership | 9/30 | Kris Shanley |
| New Clubs: | | | |
| A | Student Organization Registration form | 9/30 | CSC Staff Advisor |
| B | Request for Recognition | 9/30 | CSC Staff Advisor |
| Before An Event: | | | |
| H | Clinic/Tournament Statement of Risk and Liability (MINORS) | one week before event | CSC Secretary |
| I | Clinic/Tournament Statement of Risk and Liability (NON-MINORS) | one week before event | CSC Secretary |
| M | Contest Agreement | before game Signed by personnel at game | Your Club Secretary |
| N | Contest Personnel Agreement | before game Signed by personnel at game | CSC Business Manager |
| Q | Travel Itinerary/List of Club Members Travelling | one week before departure | CSC Staff Advisor |
| S | Travel Form | one week before departure | CSC Staff Advisor |
| Z | Driving Form | one week before departure | CSC Secretary |
| Other: | | | |
| C | Guide to Writing a Constitution | | |
| O | W-9 | turn in with coach's application | CSC Staff Advisor |
| Facility Reservation Form | | for Spring 2013: 12/3 | Online Virtual EMS |
| | | for Fall 2013: | Online Virtual EMS |

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|----------|--|------------------------------------|-------------------|
| | | 4/2 | |
| R | Coaching Evaluation | 4/2 | CSC Staff Advisor |
| T | Release from Travel Form | Turn in with travel form | CSC Secretary |
| U | Fundraising Guidelines | | |
| W | Club Sports & Policy New Club Expectations | | |
| X | Club Sports Evaluation Form | 4/2 | CSC Secretary |
| Y | Accident/Injury Form | within 24 hours of accident | CSC Staff Advisor |
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