

This page is to be retained and must **not** be submitted with the registration form

General Notes

Please avoid using staples to attached pages together, leave separate and preferably flat as these helps speed the process of preparing all paperwork for scanning.

Please ensure that you pay the correct postage. ***Any items that result in a Post Office levy will automatically mean that a £5 administration charge will be levied against the offending team.***

Payment Submission Form Guidance Notes - BUAFL

Every individual that registers for a team within the British Universities American Football League has to pay a fee to the BUAFL and a BAFA fee. Each fee is only payable once a BAFA year regardless of the number of registrations. The current BAFA year started on 1 April 2008.

Insurance

Although there is a level of insurance in place either via the BAFA or via your Athletic/Student Union you are strongly advised to consider taking out additional personal injury/sports injury insurance, especially for those who would require cover for loss of earnings in the event of injury.

It is recommended that you seek independent financial advice in this regard.

Photo Identification

Please provide 1 passport photograph with the application and attach it in the box on the form (Do NOT use staples, paper clips, blue tack or other similar products.)

Do NOT obscure the image with adhesive tape.

Do not wear any head gear and face the camera directly.

Please ensure that your full name and team name is printed on the reverse of the photograph

Evidence of Age

For **all** new registrations it is mandatory that this form be accompanied by evidence of age. BAFA does not require sight of original documentation but a copy of the original documentation is required. This **MUST** be certified by the Club/Association Official Signing this form.

The copy document must have the following statement written on it:

"I certify that this is a true copy of the original"

It must also be signed and dated by the Club Official. Please retain a copy of the evidence of age for your own records. Please attach a copy of ONE of the required documents and tick the appropriate box.

British American Football Coaches Association (BAFCA) Membership

It is a mandatory requirement that any individual who Coaches be registered with the British American Football Coaches Association therefore if the Coaches box is ticked on the registration form then you will automatically be charged the relevant BAFCA fee unless payment has already been made for the current BAFA year.

This fee includes mandatory coaches specific insurance cover for all coaches that hold the BAFCA level 1 qualification or higher. Please therefore ensure that you indicate on the registration form the highest level BAFCA qualification you currently hold (1, 2 or 3). This information will be verified with BAFCA.