

## **LBC POLICIES AND PROCEDURES**

**NORTHERN CALIFORNIA # 38**

**Candelario Lopez, LBC Registrar**

**2455 Ocala Ave. San Jose, CA 95122**

**(408) 806-2455**

**Email: [cnlopez1800@sbcglobal.net](mailto:cnlopez1800@sbcglobal.net)**

**Website: [usaboxingnorcal.org](http://usaboxingnorcal.org)**

### **Member Registrations/ Renewals and Passbooks**

- \* All membership, Athlete, Club and Non-Athlete, registrations are done online at [www.usaboxing.org](http://www.usaboxing.org).
- \* **ATHLETES-** Mail the following items to the LBC Registrar: Copy of USA Boxing membership card; two passport type photos; copy of birth certificate or passport; annual physical from an M.D. or D.O., (Must use the USA Boxing physical form) and a stamped self addressed envelope for return of passbook. Allow two weeks for return of passbook.
- \* **ATHLETE Renewal-** Register on-line, download USA Boxing membership card and attach to passbook. Annual physical is also required. **DO NOT** mail to Registrar.
- \* **NON- ATHLETES-** Mail the following items to the LBC Registrar: Copy of USA Boxing membership card; one passport type photo; copy of CDC "*Heads Up*" certificate and a stamped self addressed envelope for return of passbook. Allow two weeks for return of passbook.
- \* **NON- ATHLETE Renewal-** Register on-line, download USA Boxing membership card and attach to passbook. **DO NOT** mail to Registrar.
- \* All Non-Athletes must complete the USA Boxing Coaches Certification course, *Green Level*; USOC "*Safe Sport*" course (<http://Safesport.org/toolkit/coaches/take-the-training/>); CDC "*Heads-Ups*" Concussion course ([www.cdc.gov/headsup](http://www.cdc.gov/headsup)) and pass a *Background Check* every 24 months.
- \* No passbooks will be processed at Boxing Shows or Tournaments nor is an "Expedited" service available. *All passbooks will be processed by mail only.* Plan accordingly!
- \* All replacement passbook will have a \$ 20 fee. Mail the following items to the LBC Registrar: Copy of USA Boxing membership card; one passport type photo; annual physical from an M.D. or D.O. and a stamped self addressed envelope for return of passbook. Allow two weeks for return of passbook.

### **Clubs**

- \* Only a registered Non- Athlete member of USA Boxing Northern California can register a Boxing Club.
- \* Boxing Club agrees to conduct its programs in accordance with and agrees to be bound by the rules and regulations of USA Boxing.
- \* Boxing Club agrees to utilize all event net income for expenses specifically related to the support of USA Boxing and USA Boxing events.
- \* The LBC Registrar approves all New Clubs. A site visit may be conducted by a USA Boxing Northern California Board of Director or Designee.
- \* A Boxing Club must have 5 USA Boxing registered Athletes for voting privileges in LBC matters.