



# DRAGON BOAT TEAM MEMBERSHIP AND PRACTICE AGREEMENT

For use of a Dragon Boat, owned or managed by FCRCC

**THIS AGREEMENT** is effective as of the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ (the “**Effective Date**”), by and between the **False Creek Canoe Society** (also known as the “**False Creek Racing Canoe Club**” or “**FCRCC**”), having an office at the False Creek Community Centre (the “**FCCC**”), 1318 Cartwright Street, Vancouver, British Columbia V6H 3R8, and:

<i>Team Name:</i>					
<i>Name of Team Representative:</i>					
<i>Address:</i>					
<i>City:</i>		<i>Province:</i>		<i>Postal Code:</i>	
<i>E-mail:</i>				<i>Phone:</i>	

(the “**Team**”, represented by its authorized “**Team Representative**”).

**WHEREAS** the Team desires to become a Dragon Boat Team Member of FCRCC, or to renew a current Membership, and to use a Dragon Boat owned or managed by FCRCC at specified times on specified days (the “**Practice Slots**” or “**Practices**”) for the purpose of training in Dragon Boat paddling or racing, over a specified time span (the “**Active Season**”);

**AND WHEREAS** FCRCC maintains a fleet of Dragon Boats for such purposes, on Granville Island, Vancouver, British Columbia;

**NOW THEREFORE**, in consideration of the premises and mutual covenants set out in this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

## 1. GENERAL TERMS

- 1.1. This Agreement shall commence on the Effective Date and remain in full force and effect until \_\_\_\_\_ [Insert Date], unless earlier terminated under this Agreement.
- 1.2. FCRCC and the Team may renew this Agreement on such terms as may be mutually agreed.
- 1.3. The rules and regulations defined in this Agreement will be enforced by FCRCC staff, Executive, and appointed supervisors. Any individual identified as, or known to be, such an authorized FCRCC representative has the authority to enforce these rules and regulations.

Team Rep Initials:

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#### 1.4. FCRCC team

- a) All teams will register to participate in races as FCRCC teams.

#### 1.5. Dragon boat team annual orientation

- a) At least one team representative must attend an annual dragon boat team orientation session. If they are not available to attend a scheduled orientation, then they must contact the dragon boat representative to set one up. (dragonboat@fcrcc.com.)

#### 1.6. Team Roster

- a) The Team agrees to provide FCRCC with a Team Roster (the “**Roster**”) listing all individuals who will be participating in the Team’s Practices in any capacity, including but not limited to paddling, steering, calling/drumming, coaching, or operating a Coach Boat.
- b) The Team **must provide a Roster before commencing Practices**. The Team may make changes to the Roster at any time. If a change is made, the Team agrees to inform FCRCC within a reasonable time period.
- c) The Team agrees to ensure that everyone listed on the Roster has submitted an FCRCC Individual Membership Form and a signed Waiver to FCRCC. The waiver must be signed before the paddler is allowed on the dragon boat.
- d) FCRCC may, from time to time, audit a Team Practice to verify that all the individuals participating in the Practice are listed on the Roster.
- e) The maximum number of paddlers on the Roster is 30.

#### 1.7. Securing your boat practice time slot

- a) If you are a returning dragon boat team and wish to maintain your previous years’ time slot, be sure to register your team and pay a \$100.00 deposit by **December 1<sup>st</sup>**. The Club Administrator will advise the current teams when the Registration system is open and available to register. This usually occurs mid-November.

**1.8. Dragon Boat Clean Up.** Every team will be responsible for tidying the Alder Bay east shed (where the DB equipment is stored) once during the season. The Dragon Boat Representative will contact each team representative to schedule their teams time for clean-up. A clean up checklist will be provided by the Dragon Boat Representative listing the tasks to be completed.

**1.9. Full-Member Team:** a group of twenty (20) or more Individual Members of FCRCC in the Active Season who have formed a Dragon Boat Team (the “**Basic Twenty**”) may apply for Full-Member Dragon Boat Team status, under the following conditions:

- a) Additional paddlers to the Basic Twenty, and the Coach, Steersperson & Caller must be either Individual, Associate, or Affiliate Members of FCRCC.
- b) If the Coach, Steersperson or Caller of a Full Member Dragon Boat team **never** paddle for the team and do not use **any** FCRCC equipment aside from the dragon boat and associated equipment (steering oar, drum, safety gear, etc.) they may join FCRCC and pay the Affiliate member rate. In this circumstance, the affected Coach, Steersperson(s) and Caller must complete, sign and submit the FCRCC Individual Membership Form and Waiver. IF, at any point in the season, an Affiliate member begins to use additional FCRCC equipment, they will be charged the difference between an Affiliate fee and a Full member fee.

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- c) Team Members in the Basic Twenty of any Full-Member Team may not be simultaneously included in the Basic Twenty of any other Full-Member Team.

**1.10. Fees**<sup>1</sup> GST is included in all prices

- a) Adult Teams per boat:

Practices/Week	Jan 1 <sup>st</sup> – Dec 31 <sup>st</sup>	Jan 1 <sup>st</sup> to June 30 <sup>th</sup>	July 1 <sup>st</sup> to Dec 31 <sup>st</sup>
1	\$1764	\$1323	\$992
2	\$2364	\$1773	\$1330
3	\$2928	\$2196	\$1647

- b) Junior Teams (all paddlers 18 or under) and Senior Teams (all paddlers 55 or over), if using Practice Slots only on weekdays, and starting before 5:40 PM per boat:

Practices/Week	Jan 1st – Dec 31st	Jan 1st to June 30th	July 1st to Dec 31st
1	\$882	\$662	\$496
2	\$1182	\$886	\$665
3	\$1464	\$1098	\$824

- c) There are no Fees for Full-Member Dragon Boat Teams.
- d) All teams, excluding Full-Member Dragon Boat Teams, will pay a minimum fee of \$100.00 per boat per annum to cover administrative costs.
- e) Before the Team’s first Practice, the Team must submit to FCRCC a completed and signed copy of this Agreement, and a non-refundable deposit of 50% of the applicable Fees. This is completed online at the time of registration of the team.
- f) The balance of the Team’s Fees must be paid by **March 1st** of the Active Season.
- g) FCRCC may terminate a Team’s or an individual’s paddling privileges for failure to pay the Team’s Fees in full, or for individual or Team misconduct.

**1.11. Membership Definitions**

- a) All Dragon Boat Team Memberships include:
- The use of one FCRCC Dragon Boat & associated equipment, Dragon Boat Paddles and Personal Flotation Devices, during the specified Practice Slots over the Active Season.
  - Additional single practices at \$50 each, on an as-available basis. All extra practices must be within the registered Active season and booked in advance<sup>2</sup>.
  - The use of one FCRCC Coach Boat during the specified Practices, on an as-available basis. The coach boat must be booked in advance. There is an additional fee for the coach boat.
  - The use of the facilities of the FCCC, including the change rooms, lounge and fitness center (the per-use fee for the latter will be at the special FCRCC discount).
  - Membership in FCRCC as Dragon Boat Members for each person on the Team Roster.

<sup>1</sup> Fees are set annually at the FCRCC AGM.

<sup>2</sup> The Active Season is the season that the team registered and paid for in the current year. All boat & equipment bookings must be done through the FCRCC Administrator.

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- c) Full-Member Dragon Boat Team Memberships include:
  - Up to three Practice Slots per week (subject to all normal Practice Slot booking rules and procedures).
  - Additional single practice slots are at no charge. All **must** be booked in advance.
  - Access to FCRCC's OC6 Outrigger Canoes during non-Program times, which must be booked through the FCRCC Administrator. All paddlers must have completed an introductory outrigger program or otherwise have proven their ability to paddle and care for an OC6, to the satisfaction of FCRCC Outrigger Representative.
  - The use of FCRCC Marathon Canoes stored in the West shed. Individuals may use these boats on a first-come first-serve basis. If using them in a group, they must be booked in advance. Team Members using the Marathon Canoes must complete an orientation session before using the boats for the first time. Contact the FCRCC Program Coordinator to arrange a session.

**1.9. Fee Discount.** A team that has one or more Individual Members of FCRCC on its Roster is eligible for a 5% discount on Team fees, per Member. To obtain the discount:

- a) The Team's Roster must be submitted **no later than March 1st** of the Active Season, with the FCRCC Individual Members indicated.
- b) The FCRCC Administrator will verify that the indicated people are currently Individual Members in good standing of FCRCC, and that those people are not listed on the Roster of any other Team that has previously obtained the discount. FCRCC will then calculate the applicable discount & apply it to the Team's fees, determine the balance owed to FCRCC (or to the Team, if the discount is more than 50%), and inform the Team Manager of that final amount.
- c) The Team must pay the final amount **no later than March 8th** of the Active Season.

## 2. PRACTICE RULES

### 2.1. Authorized Activities

- a) Dragon Boats may be used for crew practices, races, or other authorized activities only. In particular, use of any FCRCC boats to view fireworks displays or other public events is strictly prohibited.
- b) No Dragon Boat may be paddled or otherwise taken West of the Granville Street Bridge.
- c) Drumming during practices is only permitted in the area of False Creek east of the Cambie Street Bridge. The drum must be muffled to minimize the noise.

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### 2.3. Dock Logistics

- a) Teams will warm up and prepare for practice away from the dock area in order to avoid congestion on the docks.
- b) It is expected that Teams will leave the dock promptly at the beginning of their assigned Practice time, and return to the dock (boat tied up and paddlers out of the boat & off the dock) by the scheduled end of their Practice.
- c) All Dragon Boats are moored on the West side of the Alder Bay dock. Teams will move the dragon boats from moorage on the west side Alder Bay dock to the north, south and east sides of the dock to load and immediately depart for practice, and upon return to the dock, to unload only. After practice boats will be returned immediately to west dock moorage. **Dragon boats may not be tied up on the north, south and east sides of dock while not in use** by the teams participating in practices, events and clinics. North, south and east sides of the dock must remain free for small boat use by FCRCC members and FCCC program use.

- 2.4. Special Events.** With as much notice as possible, FCRCC may cancel any scheduled Practice, in the event of conflict with any regatta held or supported by FCRCC. No monetary compensation will be made for any Practices cancelled.

Traditionally, FCRCC provides dragon boats for the following regattas:

- FCRCC Knockout Regatta (May)
- FCRCC Women's Regatta (May)

Any cancelled Practice can be rescheduled if a request is made within a week of the cancelled Practice, and if it is feasible to do so.

### 3. SAFETY AND EQUIPMENT USAGE RULES

- 3.1.** Teams are required to familiarize themselves with and observe the Safety and Equipment Usage Rules in this Agreement. The agreement is posted on the FCRCC website, and may be updated from time to time.
- 3.2.** No more than the maximum carrying capacity of the Dragon Boat may be in the boat at any time:
  - a) 20 paddlers plus Steer, and Caller or Coach, in a BUK
  - b) 24 paddlers plus Steer, and Caller or Coach, in a standard 6/16
  - c) or as limited by the number of paddler benches, or other factors
- 3.3.** A certified Steersperson must be steering the Dragon Boat, during all Practices and races.  
Contact the FCRCC Program Coordinator for information on obtaining steering certification.

Team Rep Initials:

- 3.5. In accordance with Transport Canada Maritime regulations (refer to the TC Safe Boating Guide), there must be **one (1) Personal Flotation Device (PFD) per person in the boat at all times**. PFDs must be worn at all times during winter paddling months (October 15th to April 15th) and when it is dark. **This applies to ALL paddlers, regardless of skill level.**

PFDs and paddles are located in the Kayak shed (East of the tennis courts).

These are available to all Team Members during their Practices, and must be returned to the shed after Practice and stored in the designated areas: paddles in the racks, and PFDs hung up on the hangers.

- 3.6. Lights meeting the applicable Transport Canada regulations are mandatory for all Practices between Dusk and Dawn. The Steersperson is responsible for having such lights on his/her Dragon Boat. The operator of the Coach Boat is responsible for having such lights on his/her Coach Boat.

- Some suitable lights may be provided by FCRCC, located in the Kayak shed.
- Teams are encouraged to provide their own TC-approved lights.

- 3.7. A Safety Kit meeting the applicable Transport Canada regulations must be carried on Dragon Boats & Coach Boats, during Practices.

- Some suitable Kits may be provided by FCRCC, located in the Kayak shed.
- Teams are encouraged to provide their own TC-approved Kits.

### 3.8. Coach Boat & Motor

- a) Coach Boat operators must have a valid **Transport Canada Pleasure Craft Operator's Card ("PCOC")**; a photocopy of this must be submitted to the FCRCC Administrator prior to using any motorized boat.
- b) No person shall operate a Coach Boat and the video camera at the same time. It is recommended that there be a spotter in the Coach Boat, in addition to the boat operator, when it is being used before Dawn or after Dusk.
- c) The Coach Boat & Motor must be put back in their respective storage lockers or at our Marina location after practice, with their anti-theft mechanisms engaged.
  - A Team may leave their Coach Boat moored at the Alder Bay dock if they have identified and contacted a team waiting on-site (or near the False Creek Community Centre), and which is assigned that boat for the following Practice Slot.
- d) The Motor **MUST** be properly flushed after every use, before it is put back in storage.
  - Teams not adhering to this rule will lose Practice privileges, and may be charged for the costs of repairing a seized Motor.
  - If an orientation session on how to use the Coach Boat and/or on flushing the Motor is needed, contact the Equipment Representative.

Team Rep Initials:

### 3.9. Security

- a) FCRCC will issue two keys to each Team, for opening the equipment sheds. Teams are required to ensure that the sheds are either locked, or are being accessed by other FCRCC Members, before leaving the shed.
  - Failure to ensure the security of FCRCC equipment may result in the loss of paddling privileges.

### 3.10. Care of Equipment

- a) If there are any deficiencies in a boat or any equipment, it must not be used for a Practice, and FCRCC's Repairs Staff (repairs@fcrcc.com) must be notified immediately. This also applies for equipment damaged during a Practice.
- b) Marathon Canoes used by individual paddlers must be rinsed and drained before being placed back on the boat racks.

### 3.11. False Creek Community Centre

- a) While using FCCC facilities, all normal FCCC rules must be followed – in particular, the fireplace lounge must not be used for a meeting or team assembly room.
  - Teams wishing to use a meeting room at the FCCC can submit a booking request via the FCRCC Office, in order to benefit from the discounted rate available to FCRCC.
- b) The Community Centre may offer discounts to FCRCC Members for access to the fitness room or various programs. Check with the Community Centre to get the current information.
- c) Store your dragon boat paddles in the available bins while using the FCCC.

Team Rep Initials:

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## FCRCC Correspondence

The individual that registers the Dragon Boat Team online in the Thriva System will be the person that receives all Club correspondence that is directed to Dragon Boat Teams. The person who registers the team will receive the club correspondence. This Team Representative is expected to relay club information on to individual dragon boat team members. Only members identified individually in the Registration system are on the correspondence list.

## Selection of Practice Slots

When choosing your Practices, choose from the times listed below:

- 8:00 am to 9:15 am
- 8:15 am to 9:30 am
- 9:30 am to 10:45 am
- 9:45 am to 11:00 pm
- 10:00 am to 11:15 am
- 10:15 am to 11:30 am
- 12:00 pm to 1:45 pm
- 12:15 pm to 2:00 pm
- 2:00 pm to 3:45 pm
- 2:15 pm to 4:00 pm
- 4:00 pm to 5:45 pm
- 4:15 pm to 6:00 pm
- 6:00 pm to 7:15 pm
- 6:15 pm to 7:30 pm
- 7:30 pm to 8:45 pm
- 7:45 pm to 9:00 pm

## Contacts

FCRCC Administrator	admin@fcrcc.com
FCRCC Program Coordinator	programs@fcrcc.com
Dragon Boat Representative	dragonboat@fcrcc.com
Equipment Representative	equipment@fcrcc.com
Repairs Staff	repairs@fcrcc.com

Team Rep Initials:



## TEAM INFORMATION

*Category*

Adult
  Junior
  Senior
  Full Member

*Active Season*

January 1<sup>st</sup> – December 31<sup>st</sup>
 January 1<sup>st</sup> – June 30<sup>th</sup>
 July 1<sup>st</sup> – December 31<sup>st</sup>

*Practice Frequency*

1 per week
  2 per week
  3 per week

### Practice Slots Requested

Day	Time	Start Date

### Practice Slots Assigned *(if different)*

Day	Time	Start Date

### Team Contacts

Position	Name	Telephone	E-Mail	Waiver?	FCRCC Member?
<b>Manager</b>					
<b>Coach</b>					
<b>Captain</b>					
<b>Steer #1</b>					
<b>Steer #2</b>					
<b>Other</b>					

Team Rep Initials:

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# TEAM ROSTER

(if necessary copy this page & attach Agreement)

Team Name \_\_\_\_\_

Paddler	Name	Waiver?	FCRCC Member?
1			
2			
3			
4			
5			
6			
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8			
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Team Rep Initials:

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THE TEAM REPRESENTATIVE CONFIRMS THAT HE OR SHE HAS READ THIS AGREEMENT BEFORE SIGNING IT, UNDERSTANDS THE TERMS AND CONDITIONS HEREOF AND THAT THIS AGREEMENT IS A LEGALLY BINDING CONTRACT. IF THE TEAM REPRESENTATIVE HAS ANY QUESTIONS CONCERNING THE CONTENT OF THIS AGREEMENT, THE TEAM REPRESENTATIVE ACKNOWLEDGES THAT HE OR SHE SHALL HAVE CONSULTED A LAWYER FOR INDEPENDENT LEGAL ADVICE.

IN WITNESS WHEREOF FCRCC AND THE TEAM REPRESENTATIVE HAVE EXECUTED THIS AGREEMENT AS OF THE EFFECTIVE DATE.

**FALSE CREEK CANOE SOCIETY**

by its authorized signatory:

\_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

**TEAM**

by its authorized signatory, the **TEAM REPRESENTATIVE:**

\_\_\_\_\_

Print Name: \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
Deposit: _____	Received (date): _____
<b>Total Fee:</b> _____ <i>(Including applicable discounts)</i>	
Balance: _____	Received (date): _____
Keys given to: _____	
Roster received (date): _____	
Waivers received (date): _____	

Team Rep Initials:

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