

To: In-house box league/Ladder Directors & Managers
From: Nancy Thompson, Squash BC Executive Director
Date: November 29, 2018

Squash BC has reviewed our policies around in-house box leagues and ladders as well as our insurance coverage with our insurance provider and made some important updates.

As you are probably aware, Squash BC insurance covers athletes and organizing committees when they are participating in, practicing for and/or organizing a sanctioned event.

We have reconfirmed the following details that would need to be in place for in-house box leagues and ladders to ensure your players and organizers are covered by Squash BC's insurance:

- The in-house box league or ladder must be sanctioned through Squash BC for players and organizers to be covered by Squash BC's accident and/or liability insurance.
 - The box league / ladder sanctioning form is further below (page 2).
 - Please complete the form, scan it and email it to Squash BC at office@squashbc.com
- All players in the box leagues/ladders must be members of Squash BC at least 24 hours in advance of their match start time to ensure they are covered by insurance.
- All matches must be entered in the Squash BC ranking system (Sporty HQ) including the match they were injured in. Matches should be entered no later than 24 hours after the match but preferably the day of the match. Matches can be entered online using a computer or mobile phone. *If a player was injured it is especially important to enter that match the night of the injury.*

Important Note: If a player who is not a Squash BC Member gets injured, or injures someone else, the event organizer(s) will not be protected through Squash BC's liability insurance.

Box League / Ladder Sanctioning Form

I, _____, wish to sanction the following Club Box League/Ladder.

Name of Club & League: _____

Dates for Box League/Ladder: _____

Organizer Information:

Box League / Ladder Manager: _____

Manager's E-mail Address: _____

Manager's Phone number: _____

In-house box League / Ladder Manager Signature

Date