

Badminton Canada Operating Policy - International Entries

Athletes wishing to enter international tournaments must do so through Badminton Canada - individual entries will not be accepted by other countries. In order to ensure that the entry procedure is effective, the following operating procedures are employed by Badminton Canada:

1. The International calendar of competitions is available on the BWF website (<http://www.bwfbadminton.org>). Badminton Canada receives some entry information for international competitions, but not for all competitions. Athletes should not assume that Badminton Canada has entry information for all competitions.
2. International competition entry deadlines vary depending upon the competition. Generally speaking, the entry deadline is usually at least one month in advance of the competition itself. Athletes need to plan their competition schedule accordingly and make sure that they provide Badminton Canada with enough notice in order to complete the administrative requirements of entry.
3. Some international competitions require an entry fee to be paid on-site. Unless otherwise indicated by Badminton Canada, athletes are responsible for all competition related costs.
4. The BWF has a strict entry cancellation policy with penalties of up to \$250US per cancellation after a certain time period - this penalty is charged to Badminton Canada. Athletes are responsible for any cancellation penalties and will be invoiced accordingly. This will also apply to any penalties imposed by continental badminton federations. There are also fines associated with the Badminton Europe tournaments. Please visit their website (<http://www.badmintoneurope.com>) for details.

Entry Procedure:

1. An athlete wishing to enter an international tournament must inform the Badminton Canada office as follows:

1. The request for entry must be in writing (e-mail) and must:
 - a. Indicate the full name of the competition(s) requested as identified on the BWF website (*ex. Request for 2015 YONEX Suffolk County Community College US Open Badminton Championships would be accepted, Request for US Open would not be accepted*)
 - b. The date (s) of the competition(s),
 - c. The events to be entered,
 - d. Any playing partners for doubles/mixed.

For doubles/mixed, there needs to be written confirmation from the playing partner that the entry is requested.

2. Entry requests must be received in the National Office at least five working days in advance of the competition entry deadline in order to be processed - entry requests received after that time are not guaranteed for entry.
3. Once received, the Badminton Canada national office will provide a confirmation of receipt of request to the athlete(s). The designated national office staff person will copy

the respective athlete(s) on any further correspondence regarding the status of the international entry.

4. The athlete(s) should inform Badminton Canada of flight information and any hotel requirements for the competition so that BCAN can inform the respective organizing committee. **Unless otherwise indicated by BCAN, the athlete(s) is/are responsible for all on-site competition costs (entry fees, accommodation, etc). If an athlete requests that BCAN process hotel reservations for them (using the host hotel), they are responsible for all costs of the hotel booking.**
5. . BCAN will provide any follow-up to the athlete(s) required after the completion of the competition (prize money, results, etc).

Note: If a player does not receive a confirmation of entry request from the National Office, it has not been received. Do not assume it has been received - always check or wait for confirmation of entry prior to making travel arrangements.

The athlete is ultimately responsible for their entry. Athletes are required to check the accuracy of the entry and any other arrangements made on their behalf by the BCAN office and inform the office accordingly of any issues.

BWF Withdrawal / No Show Penalties:

The BWF policy regarding "withdrawals" from competitions can be found on their website. (<http://www.bwfbadminton.org>). In some instances of the application of a withdrawal penalty, BCAN does have the opportunity to provide rationale for the withdrawal (on behalf of the athlete) to the BWF for consideration. If the BWF determines that a withdrawal penalty will be applied, the penalty is charged to Badminton Canada and must be paid otherwise other Canadian athletes are barred from entering international competitions. If a penalty is applied, Badminton Canada will, in turn, charge the athlete for the full amount of the penalty (this varies from \$100-\$250US depending upon the decision by the BWF).

Badminton Europe Withdrawal Penalties:

The Badminton Europe policy regarding withdrawal can be found on their website. (<http://www.badmintoneurope.com>) Badminton Canada will pay the fines imposed on athletes by Badminton Europe and then in turn invoice the athletes for the amount paid. Badminton Europe fines can be up to 500 Euros.

Review and Approval

The Badminton Canada Board of Directors and Executive Director shall review this policy biennially.

Last Reviewed and approved by the Badminton Canada Board of Directors on:

Date: October 16, 2015

Confirmed by:

A rectangular box containing a handwritten signature in cursive script, which appears to read "Anil Kaul".

Anil Kaul, President

A handwritten signature in cursive script, which appears to read "Joe Morissette".

Joe Morissette, Executive Director