



ARIZONA #48

POLICIES AND PROCEDURES

*The policies and procedures contained in this document are supplemental. All rules, policies and procedures as stated in the LBC Bylaws and the USA Boxing Rulebook must be followed. The information provided herein is specific to this LBC and cannot contradict or violate aforementioned bylaws and rulebook. This list is provided for the members' convenience and may be updated from time to time.

Membership/Registration

- All members must register online: <https://www.teamusa.org/usa-boxing/membership/registration>
- Registrations will not be accepted at events and passbooks will not be distributed.
- To get your initial passbook, all required documents, as stated on your membership confirmation page, must be mailed to the registration chair. Emailing the documents is not acceptable.
- We require only one photo – not two.
- Passbooks will be sent to you via mail. Please allow a two-week turn around. In some instances, a passbook may be expedited for quicker turn around. Please contact the registration chair to see if alternate arrangements can be made.

Lost and/or Replacement Passbook

You will not be charged extra to replace a lost passbook if it's the first time. If you lose your passbook over and over, an additional fee of \$40 may be collected.

If a gym owner/coach has lost a passbook, or if a member leaves that gym and the coach does not return it to the member, it is the obligation of the gym owner/coach to pay a \$40 replacement book fee. Passbooks belong to the member, not the gym!

Clubs

If you register a new club/gym, the LBC may request to conduct a site visit or to see photos or video of your gym before it is approved.

Sanctions

- Before you can host a boxing show, your club must be registered for at least one full year.
- **Scheduling:** Before applying for a sanction online, you must first contact the registration chair at least 30 days prior to the day you want your show. The LBC will typically only allow one show on the same date. On occasion, exceptions may be made to this rule, but must be approved by the LBC Chief of Officials.

- **OIC:** When applying for your sanction in Webpoint, please select the LBC's Chief of Officials (COO) as the Official in Charge (OIC) of your event. If the COO is unable to attend, then he or she will assign someone else for that show.
- **Ringside Doctor:** It is the responsibility of the sanction holder to secure a ringside doctor for their show. If the sanction holder needs help in finding a doctor, the registration chair should be able to help. Also, some doctors may ask to be compensated by paying them a fee or providing travel stipend, food, and/or lodging (if necessary) and it is up to the sanction holder to pay for this expense.
- **Officials:** Depending on the circumstances such as travel distance or length of the show, the sanction holder may want to also provide travel stipend, food, and/or lodging to officials. This is not mandatory. But what is mandatory is providing water, soft drinks, and snacks to the officials – and a meal if the event lasts more than 6 hours.
- **Security:** The sanction holder is responsible for security at the event. Law enforcement can be called if necessary.
- **Match Tracker:** The sanction holder is required to enter the results of each bout into Match Tracker. Future sanctions will be denied until this requirement has been met.