



# BORDER #53

## 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.

### **REGISTRATION/PASSBOOKS**

- To receive your passbook, you may either mail or email the required documents, or make arrangements with the registration chair to have a book made at an event with proper documentation.
- If you mail or email your documentation to the registration chair, please allow 1 to 2 weeks to receive your passbook.
- Only one (1) headshot photo is required.

### **LOST/DUPLICATE PASSBOOKS:**

If you lose your passbook, there will be a \$15 replacement fee.

### **NEW CLUBS:**

Once you register your new club online, a member of the LBC Board of Directors will do a safety review of the club to ensure it meets USA Boxing safety standards.

### **SANCTIONS:**

- Before a club can request a sanction, the club must have been registered for at least 30 days.
- The club contact requesting an event sanction must have been registered for at least 30 days.
- Prior to submitting your sanction online, you must get pre-approval from the registration chair or Chief of Officials.
- Sanction requests must be submitted online and at least 30 days prior to the event date.
- If you must cancel your sanction, please notify the registration chair and president as soon as possible. One week in advance is preferred.
- Registration chair does not have responsibility for maintaining and returning passbooks to members.

### **Sanction Holder Responsibilities:**

- Sanction holder must provide the ringside doctor (either MD or DO) and this doctor must be registered with USA Boxing

- Compensation for the doctor is between the sanction holder and the doctor
- Sanction holder must provide a proper and safe USA Boxing-approved boxing ring and field of play:
  - Provide the proper number of tables, seats, and barriers. This requirement will be discussed with the Chief of Officials at the pre-approval meeting
  - Provide stools for red and blue corners
  - Provide bucket for each corner
  - Provide clear plastic bags for each neutral corner
- Sanction holder must provide a location with the following requirements:
  - Location must be up to city code and proper occupancies
  - Location must have adequate washrooms
  - Location must have adequate climate control
  - Location must have proper lighting
- Sanction holder must provide refreshments for event doctor and LBC officials
- Outside event location must be held under a proper permanent or temporary structure/tent
- Sanction holder must provide glove runners for the duration of the event
- Sanction holder must provide proper cleaning supplies for the gloving area and is responsible for any disposal of waste generated at the event
- Sanction holder must provide proper event/crowd control and security