



**2018 Pan American Championships USA Team
Deposit, Acceptance, Travel & Payment
Procedures – September 13th -16th 2018 Lake
Banook, Dartmouth, Nova Scotia, Canada**

FINAL

Introduction

The 2018 COPAC Pan American Championships is the premier international event for USA Junior and Senior athletes this coming September. The Team USA trip is designed to provide an economical trip value, a vital experience for athletes to compete against the best athletes from our Continent, is the qualification event for 2019 Pan American Games and is an important step towards positioning oneself for qualification for Tokyo 2020.

Throughout the planning process for Team USA, US Olympic Committee Safe Sport policies and procedures were utilized to provide a multitude of safety checks to ensure a healthy training and competitive environment abroad. For questions please contact your National Team Coach or the Sprint High Performance Manager.

Due to the early deposit requirements from COPAC and CKC it is necessary to collect an initial deposit of \$500 per athlete due May 15th, 2018 to cover initial team costs such as numerical entries, accreditation, deposits for accommodation and transportation. Those athletes already identified as World Championships Training Squad athletes via the ODP selection process and wishing to continue to be considered for a spot on the Pan American Championships Team are required to pay the Pre Pan American Champs Deposit. Note: Athletes that have already paid a \$2000 2nd payment to the ACA for the summer National Teams only need to pay \$100 to be considered for the Pan Am Champs Team Should an athlete that has paid an initial deposit subsequently not be selected for the Pan Am Champs Team they will receive a full refund of the initial deposit. Note: If an athlete is selected to the team but then subsequently declines their spot then the initial deposit will not be refunded. Only athletes that have paid the Pre Pan Am Champs Team Deposit and have completed any required documentation will be considered for selection at the Sprint National Championships in OKC (Pan Am Champs Trials Event) for the Pan Am Championships USA Team.

2018 Junior and Senior Pan Am Champs Team USA dates of Importance & Tentative Travel Itinerary **(Note: All Dates and locations subject to change)**

- May 15th, 2018: Team Acceptance, Travel & Payment Procedure due to ACA Office. (On line Payment). Pre Pan Am Champs Team Deposit of \$500 due to ACA National Team Office if paid after May 15th^t, 2018 a \$300 late fee will be assessed. Last date to pay with late fee = May 30th, 2018. Note: Athletes that have already paid a \$2000 2nd payment to the ACA for the summer National Teams only need to pay \$100 to be considered for the Pan Am Champs Team.
- May 30th, 2018: Last Chance for Pre National Team Deposit of \$500 plus \$300 nonrefundable late fee due to ACA Office.
- June 9th - 10th, 2018: Ted Houk Regatta, Green Lake, Seattle, WA.
- June 27th, 2018: Arrive Lake Placid for JR, U23 and SR National Team Summer Kayak Camp
- June 27th, 2018: Arrive Gig Harbor for JR, U23 and SR National Team Summer Canoe Camp
- June 30th-1st 2018: Canada Day Regatta, Ottawa, Canada
- July 20th, 2018: JR and U23 World Championships Teams Leave for Bulgaria.

July 26th – 29th, 2018: JR/U23 ICF World Championships, Plovdiv, Bulgaria
July 30th, 2018: JR/U23 Team returns to USA for ACA Sprint National Championships in OKC.
August 1st /4th, 2018: USA Canoe Kayak National Championships and OHR and Pan AM Team Trails, OKC, OK.
August 6th – 15th, 2018: Pre SR World Champs Training Camp, OKC
August 16th, 2018: SR Team departs OKC for Senior World Championships in Portugal.
August 17th, 2018: SR Team arrive at Montemor, Portugal for Pre Senior Worlds Training Camp.
August 22nd/26th, 2018: Senior World Championships at Montemor, Portugal.
August 27th, 2018: SR World Champs Team return trip to USA and home cities from Lisbon
September 10th, 2018: Pan Am Champs Team Travels to Nova Scotia
September 13th – 16th: Pan Am Championships
September 16th/17th: Athletes Return Home

Team Acceptance

All Pan American Championships Athletes are asked to pre-accept their selection to the 2018 Junior and Senior Pan American Championships Team. To pre-accept, participants must complete and sign the Pan Am Champs Acceptance, Travel & Payment Procedure Signature Page and submit a Deposit by May 15th, 2018. Athletes who do not pre-accept their nomination to the training squads and do not pay the Pre National Team Deposit by the required deadline to the 2018 Senior National Team will not be considered for the Pan Am Championships Team.

Also a color copy of each team member's passport is due to the Team Leader or National Team Coach when requested please plan ahead and ensure your passport is current!

Payment Procedure

National Team Staff depend upon prompt team member deposit and final payments to meet financial obligations and deadlines for team airfare, accommodation, meals, accreditation, uniforms and boat rental. In order to meet these obligations, late payment of deposit and final payment are not permitted. If deposit and final payments are not met in a timely manner, unpaid participants will be subject to removal from the Training Squad and respective Team.

1. Pan Am Champs Team Deposit Payment - \$500 Due to ACA National Office May 15th, 2018
2. National Team Members that have already paid \$2000 2nd payment need only pay \$100 on May 15th.
3. Last chance to pay Pre National Team deposit of \$500 with \$300 late fee May 30th, 2018
4. Remaining Pan Am Champs Fees - Due to ACA National Office August 6th, 2018

ACA National Office Payment Contact

Kandace Bowers, Financial Coordinator
ACA | Canoe – Kayak – SUP – Raft – Rescue
503 Sophia Street, Suite 100
Fredericksburg, VA 22401
540-907-4460, x101
kbowers@americancanoe.org

There is no provision for illness or injury within the Pan Am Champs JR and Senior Team USA. Although staff will do everything possible to limit the financial burden of an athlete that has to withdraw from Team USA due to illness or injury, there is no guarantee of any refund of deposit or final payment. Much of the cost associated with the Pan Am Champs Team USA requires the purchase of non-refundable airfare, accreditation and group payments for boat rental. It is highly recommended that athletes obtain travel insurance to cover their travel expenditures in the case of unexpected circumstances.

General Budget Breakdown

(All figures approximate estimates based on best information at time of writing and based on team size of around 10 to 20 athletes)

Pan Am Champs Team Deposit **\$500 (or \$100 for Current Team USA athletes)**
 Due May 15th or \$300 late fee

USA NATIONAL CHAMPIONSHIPS AND PAN AM CHAMPS TRIALS

Accommodation in OKC	\$?	Arranged with athletes team
Meals in OKC	\$?	Athlete dependent
Entry Fees for Nationals	\$?	Athlete pays
Local Transport in OKC	\$?	Arranged with athletes team
Projected National Champs Cost	\$?	

PAN AMERICAN CHAMPIONSHIPS

Return Airfare from Home to Halifax, NS	\$800 approx.	Athlete pays (miles or standby)
Accommodation, Accreditation, Meals in Dartmouth	\$500	
Van/Car/Gas/Boat Rental in Dartmouth	\$300	
National Team Coach/Staff expenses	\$500	
Projected Pan Am Champs Trip Expense*	\$1300 per athlete (Flights not included)	

Minus Pre Pan Am Champs Team Deposit: \$500 (or \$100 for current Team USA athletes)

*The projected total trip expense is an educated estimate to assist athletes in financial planning. Depending on final team size and the actual costs etc. total trip expense will fluctuate. Pan American Team Athletes are encouraged wherever possible to travel in pairs however when possible athletes should stay under the supervision of the National Team Coach. Junior athletes must travel with designated adult staff or Volunteers.

The Pan American Championships Team USA will be selected at the 2018 ACA Sprint National Championships in Oklahoma on August 1st through 4th 2018. Pan American Championships will be held in Dartmouth, Nova Scotia on October 13th through 16th, 2018 and will be the qualification event for the 2019 Pan American Games. It is therefore, essential that Team USA fields it best team for this year's Pan Am Championships.

2018 JR and Senior Pan Am Championships Team Acceptance, Travel & Payment Procedure

Athlete Name _____ • SENIOR Junior

• Kayak Make _____ Model _____ Size _____

• Canoe • Lefty • Righty Make _____ Model _____ Size _____

Nike Uniform Size Preference

Spandex Top	• XS	• S	• M	• L	• XL
Spandex Bottom	• XS	• S	• M	• L	• XL
Podium (warmup) Top	• XS	• S	• M	• L	• XL
Podium (warmup) Bottom	• XS	• S	• M	• L	• XL
Polo (gender specific)	• XS	• S	• M	• L	• XL

ACA National Office Payment Contact: Checks payable to USCAK (Sprint National Team)

Kandace Bowers, Financial Coordinator

ACA | Canoe – Kayak – SUP – Raft – Rescue, 503 Sophia Street, Suite 100, Fredericksburg, VA 22401
540-907-4460, x101, kbowers@americancanoe.org

Online Payments:

<http://www.americancanoe.org/events/EventDetails.aspx?id=1056859&group>

Code of Conduct:

<http://www.americancanoe.org/page/AthleteCodeOfConduct>

In consideration of participating on the 2018 Pan Am Championships Team USA trip to Dartmouth, NS, Canada I confirm I have reviewed the team acceptance, travel and payment procedures. I understand that a deposit amount of \$500 (\$100 for athletes that have already paid \$2000 2nd payment) will be due by May 15th, 2018 in order to officially confirm my acceptance to be considered for the Pan Am Champs Teams. If I do not pay by May 15th, 2018 I understand I will be charged a non-refundable \$300 late and that no deposits will be accepted following the final deposit deadline of May 30th, 2018. I understand if I decline my spot on the Pan Am Champs Team if selected at National Championships that the whole deposit is non-refundable. However, the deposit is refundable if an athlete is not selected to the Team.

By signing below, I pre-accept any selection 2018 JR and Senior Pan Am Champs Team USA trip to Dartmouth, Nova Scotia September 10th to September 17th, 2018. I verify that I have discussed this opportunity with my coach and/or parents. I understand that if I am selected I will represent myself, my team, the American Canoe Association and the United States of America internationally in competition and I will do so with the utmost respect and commitment.

Athlete Name _____ Athletes Team _____

Athlete ACA # _____ Athletes Coach _____

Address _____ City/State/Zip _____

Athletes Cell Phone _____ Athlete Email _____

Athlete Signature _____ Date _____

Parents Signature (if Under 18) _____ Date: _____