



## 2022 CHRVA Adult Roster Pilot Program

To simplify the roster creation process for Adult teams in the Chesapeake Region, the CHRVA staff has developed a new procedure. This procedure will be a pilot program for the 2022 season.

### **2022 Adult Team Roster Procedure**

1. Anyone who will participate in an CHRVA/USAV activity or tournament must have a current USAV membership. Directions can be found on [chrva.org](http://chrva.org).
2. The Adult Team Representative and one additional person on the team must have a current full Adult membership.
3. To establish a team/club, the Adult Team Representative is required to complete the New Club Registration form. Form can be found on [chrva.org](http://chrva.org). After a CHRVA staff review, the club will be established in the CHRVA/USAV member management system hosted by Sports Engine.
4. After the Club is active in Sports Engine, the Adult Team Representative will submit the completed CHRVA Adult Team Registration form to the CHRVA Registrar. The CHRVA Adult Team Registration form can be found on [chrva.org](http://chrva.org). The CHRVA Adult Team Registration form must include the Team Name, the Team Representative name/member ID, and a minimum of one additional Adult member name with a full membership/member ID #'s.
5. After a review by the CHRVA Registrar, the CHRVA Registrar will approve the Team Registration form and create a CHRVA Roster. The CHRVA Registrar will send the team's CHRVA roster to the Team Representative. This is the roster the Adult Team Representative will use for the duration of the 2022 season.
6. Prior to submitting the team roster to the Tournament Director, the Team Representative will complete their roster by adding all additional USAV member names/USAV membership ID's attending the tournament to their team roster.
7. CHRVA Adult Tournament Director will submit all tournament rosters to the CHRVA Registrar within 24 hours of the completion of the tournament. Electronic submission of the rosters to the CHRVA Registrar is preferred.