

Midwest Cheer/Dance
REGISTRATION

Guidelines and Policies

What do I need to send in with registration?

- 1.) Payment (see accepted payment types below)
- 2.) Registration form filled out and signed
- 3.) Rosters (Team and Specialty) and signed
you can register specialty later
You may send a hard copy of your own rosters if you have a word or excel etc..BUT it MUST have Bdays and coach must sign each page or it will be returned
- 4.) Coaches Code of Ethics (each coach MUST sign & All Star Owner)
- 5.) SMALL GYM FORM If applies to your gym

NEW...

What is your policy on making changes to my original registration?

- **If any of the directions or payments are not followed we will NOT process your changes**

DIRECTIONS ON MAKING CHANGES

- **ALL CHANGES must always be written out on NEW forms—we will no longer take changes through email or on phone and correct them for the coach—the Coach MUST write out a new roster etc.and Scan a copy and email OR Mail to us**
 - 1.) **If you copied your rosters—you May make corrections BUT it must Be signed by you and Dated**

FEES FOR MAKING CHANGES

- **If you are ADDING Athletes**
 - 1.) there is NO Additional fee
 - 2.) But those Athletes need to pay the Current price at the time they Register
 - 3.) We need mailed with payment NEW Roster (see above directions)
- **If you are Changing Division (or Sm/Lg) Levels OR any other change**
 - 1.) IF DONE BEFORE JAN 31st
There is NO FEE however you still Must follow above directions for Making changes
 - 2.) IF DONE Feb. 1st—March 10th
FEE= \$50.00 for EACH CHANGE
 - 3.) Please follow above directions
We need NEW forms AND a NEW Registration form with payment
 - 4.) Changes will NOT be made until Payment is received
- **CHANGES CAN NOT BE MADE AFTER THE FIRST DRAFT SCHEDULE IS EMAILED that is usually 10 days before the event**

What do I need to send in PRIOR to the event?

- 1.) **MEDICAL/MEDIA FORMS**—Deadline
Hoosier Open February 15
Open National –Kalahari March 10th

**Not Postmarked must be in our mailbox —
Team will be disqualified & no refund if late**
- 2.) Nationals Only—Advance Ticket payment and Registration form Deadline March 1st

NEW....

What if I need a copy of the Registration form—Roster—Medical Release etc.. that was sent in?

- 1.) We highly recommend that you make COPIES of EVERYTHING before mailing in Registration
- 2.) If you do need a copy of any forms please email with the request and we can email them to you OR mail them to you
- 3.) PLEASE BE ADVISED THERE IS A FEE Of \$25 for each occurrence
- 4.) you will need to fill out another Registration form and mail in with payment

Payment in FULL

No team will be added to schedule until they have paid their full payment (that includes any outstanding Change Fee OR Copying Fee)

NO REFUNDS

ONCE WE RECEIVE YOUR REGISTRATION—NO EXCEPTIONS

TYPE OF PAYMENTS

Rec./All Star/studio/Individual
Certified Check or
Money Order
Private / Public Schools
School Check
Money Order
NO PURCHASE ORDERS

MAILING ADDRESS

Midwest Cheer/Dance
Christy Young
PO BOX 11602
Merrillville, IN 46410

PAYMENTS MADE OUT TO
Midwest Cheer/Dance

T SHIRT

DEADLINE FOR TEAM NAMES
Nationals March 7 Hoosier Feb 12th