



VOLLEYBALL BC

MEMORANDUM OF UNDERSTANDING

Date:	
Memorandum of Understanding Between	
Name of Club/ Organization	
And VOLLEYBALL BC	

1. BACKGROUND:

Volleyball BC (VBC) is a membership-based organization recognized by the Province of British Columbia and Volleyball Canada as the governing body for volleyball in the Province of BC. This Memorandum of Understanding outlines the terms and conditions under which a club or organization is sanctioned and considered In Good Standing by Volleyball BC.

For good and valuable consideration, the club/organization named above, and Volleyball BC agree to the terms and conditions set out below.

2. TERM:

The term of club membership is annual and shall be effective from the date of registration for the 2025-26 season with Volleyball BC until August 31st, 2026.

3. MEMBER BENEFITS:

VBC-sanctioned clubs/organizations that are in good standing are eligible to participate in the full range of VBC programs, services, and opportunities, including but not limited to:

- Eligibility to participate in VBC-sanctioned competitions, training sessions, clinics, and other official VBC events for registered athletes, coaches, and team personnel.
- Participation in VBC-led education and training sessions, including coaching development, female mentorship programs, referee education, safe sport training, and club administration workshops.

- Eligibility for offers and promotions through VBC sponsors and partners.
- Recognition opportunities through awards, website, social media, and features in VBC communication channels.
- Coverage by VBC Liability & Sport Accident insurance for registered individuals and VBC-sanctioned activities.
- Support and guidance from VBC staff and access to resources, tools, and templates to support club operations and governance.
- Access to official letters of good standing to support club participation in competitions and events held outside of Canada (mainly the USA).
- For additional member benefits visit our website [here](#).

4. APPLICATION REQUIREMENTS:

As we strive to foster a culture of meaningful accountability, Volleyball BC requires sanctioned volleyball clubs/organizations to demonstrate compliance with operating standards. For the 2025-2026 season, sanctioned clubs/organizations are required to provide each of the following as part of their application for the upcoming season:

- **Completion of the Club Registration Form and payment of the associated fee.**
- **Agreement to uphold VBC Code of Conduct and Ethics and other supporting policies that are used to govern our sport. The policies can be found [here](#).**
- **Publication of a policy to address refunds, fines, or any other financial penalties that might be applied to participants on the club/organization's website or main communications channel.**
- **Publication of a complaint, dispute resolution, or issue resolution procedure and point of contact on the club/organization's website or main communications channel.**
- **Provision of a Parent/Guardian, Athlete and Coach Code of Conduct.**
- **Provision of a Conflict of Interest Policy.**
- **Commitment to inform VBC in writing to reporting@volleyballbc.org of any Disciplinary Sanctions imposed by your club against individuals registered with Volleyball BC.**
- **Commitment to uphold Volleyball BC sanctions against individuals registered with Volleyball BC that you are notified about.**

- Confirmation of the following information to be included in the club listing on Volleyball BC's website:
 - Organizational status of club (*Registered Non-Profit, Charity, Unincorporated Non-Profit, Sole Proprietorship, Partnership or Corporation*)
 - Programming that the club offers that is registered / sanctioned by Volleyball BC and that is not registered / sanctioned by Volleyball BC
- Acknowledgement and agreement to comply with the Club Operating Requirements outlined in Appendix A.

Meeting these requirements is an expectation for maintaining the club or organization's good standing status with VBC.

5. FEES:

The club registration fee for 2025-26 is **\$350**. This fee will be collected upon registration with the VBC. The annual registration period will be September 1st through August 31st each year. (Note: the club registration fee is exclusive of individual membership fees required from all registered participants).

6. COMMUNICATION:

This MOU will be circulated or shared with the club/organization's Board or owners prior to signature to ensure full understanding and awareness among all those in leadership positions.

7. ACKNOWLEDGED & AGREED:

VOLLEYBALL BC SIGNING OFFICER:

NAME: _____

SIGNATURE: _____

DATE: _____

CLUB/ORGANIZATION SIGNING OFFICER:

NAME: _____

SIGNATURE: _____

DATE: _____

APPENDIX A: VOLLEYBALL BC CLUB OPERATING REQUIREMENTS

This document provides the operating requirements to maintain a Volleyball BC-sanctioned volleyball club or organization. All VBC-sanctioned clubs/organizations must comply with these Operating Requirements, which are subject to amendment from time to time.

1. MAINTENANCE OF IN-GOOD-STANDING STATUS

Once a club or organization is approved to become VBC-sanctioned, the club/ organization must:

- Complete a 1-year probation period if the club/organization is new.
- Register with VBC all individuals participating in VBC-sanctioned programs (including, without limitation, athletes, coaches, officials, club board members, administrators, and authorized officers). Ensure that the eligibility status of all registrants is not jeopardized by any action of the club/organization.
- Ensure that all members of the club/organization who are Persons In Authority are registered with VBC and submit a Criminal Record Check, Screening Disclosure Form, and completion of the CAC Safe Sport module (collectively known as a “PIA Check”) prior to working in their roles. *(Note: A “Persons in Authority” is any person who holds a position of trust or authority over a Vulnerable Individual pursuant to the role assigned to them. With respect to club/organization, Persons in Authority (PIA) include, but are not limited to all board members, coaches, managers, trainers, staff, and administrators that interact with youth).*
- Register the board or list of authorized officers with VBC promptly following the club or organization’s registration and annually thereafter at the commencement of the season.
- Distribute VBC’s “*Parent and Spectator Code of Conduct & Expectations*” to all VBC-registered athletes before the start of the club season.
- Endeavour to participate in any VBC information sessions, training, meetings, or consultations as communicated in advance.
- Monitor and ensure that all VBC-registered coaches are In-Good-Standing in accordance with VBC requirements.
- Remain operational with no gap in operations longer than one calendar year as determined by the season (Sept. 1 – Aug. 31) unless expressly authorized by VBC. If there is a gap in operations longer than one calendar year, the club will be treated as a

new club upon their return and will be placed on probation their first year of re-application.

- Comply with the terms of any safe sport directive issued by VBC's Independent Third Party, VBC staff or Discipline Chair, and/or that of Volleyball Canada. This includes ensuring interim or permanent measures issued against any VBC-registered individual are implemented and enforced.
- Maintain the initial name of the club/organization authorized by VBC. Prior authorization from VBC is required for a name change. Such consent will not be unreasonably withheld.
- Demonstrate compliance with the policies, procedures, and other operating requirements established by VBC, including those in the Club Volleyball Handbook. The club/organization must also comply with all requirements of legislation pursuant to which the club/organization was established.
- Participate in any discipline, complaint, or dispute resolution process required by VBC to ensure conflicts are managed and resolved expeditiously.
- Remain in compliance with all provincial/territorial regulatory requirements in the jurisdiction in which the club/organization operates.

Each of the requirements above must be complied with for the club or organization to retain In-Good-Standing status.

2. CONSEQUENCES OF LOSS OF IN-GOOD-STANDING STATUS

If a club or organization is determined not to be In-Good-Standing, VBC, in its sole discretion, may take such action or sanction as it deems necessary, which may include, without limitation, any or all of:

- Providing a written notice of non-compliance and request for corrective action.
- Prohibiting competition participation by club/organization athletes.
- Prohibiting the club/organization from delivering VBC-sanctioned programs and from using VBC branding, marketing material, and other intellectual property.
- Withholding access to benefits such as letters of good standing or participation in VBC-initiatives.
- Prohibiting or limiting insurance coverage.

- Redirecting registrants to other clubs/organizations In-Good-Standing for ongoing programming.
- Putting the club/organization on probation for a period of time during which any further breaches will result in additional sanctions or measures.
- Requesting alternative executive /administrative representatives if needed.
- Imposing named sanctions listed in the Club Handbook as well as a reinstatement fee up to and including \$1,500.
- Removing the club/organization's authorization to operate as a VBC-sanctioned club/organization.
- Specific incidents by individuals that contravene VBC's Code of Conduct or other policies may also be processed under VBC's Discipline and Complaints Policy.

Consequences for breaches shall escalate if the club or organization fails to take the appropriate action to remedy a breach. Written notice specifying the course of action by VBC shall be delivered to the club/ organization by email outlining the progressive course of action.

3. REINSTATEMENT OF IN-GOOD-STANDING STATUS

To be reinstated following the loss of In-Good-Standing status, VBC may, in its sole discretion, require the club or organization to:

- Comply with any sanctions or measures imposed related to loss of In-Good-Standing.
- Pay any outstanding fees/sanctions to VBC.

Once all required action is taken by the club/organization, the In-Good-Standing status will be confirmed in writing by VBC.