

## USA SHOOTING POLICIES AND PROCEDURES

### PARTICIPANT AGREEMENT

This agreement is entered into by and between USA Shooting (USAS), the National Governing Body (NGB) a Colorado nonprofit corporation designated by the United States Olympic Committee as the national governing body for certain Olympic disciplines of shooting in the United States of America and \_\_\_\_\_ (hereinafter "Athlete").

The performance objective of USA Shooting (USAS) is to provide the United States with the best shooting teams possible - present and future. It is the job of staff to offer you, the athlete, assistance in realizing your full shooting potential. To this end we desire to attain the optimum results within the budget and time available. The policies below will help both athletes and staff to function effectively. This Participant Agreement supplements the "Code of Conduct". As a precondition to acceptance on the National Team (NT), National Development Team (NDT), United States Shooting Team (USST) or Junior Olympic Team, each team member is required to date and sign the signature page, without alteration, acknowledging they have read, understood and will comply with the agreement. Contact the National Coach with any questions you may have. Return the signed statement, and retain the "Participant Agreement" as a reference.

1. As an Athlete of the NT, NDT, USST, you are eligible for support, which may include, but is not limited to:

- a. Coaching assistance from the team staff, both on an individual and group basis to advise and assist the Athlete in the development of his/her competitive skills and abilities and the enhancement of his/her competitive performance and international competitiveness in a logical and progressive manner.
- b. A limited ammunition allocation, depending on availability of funding.
- c. Financial support to team training and competitions, which may include reimbursement for meals, lodging, travel, fees and other authorized expenses. Qualifying team activities include seminars, competitions and individual training. All activities may not be subsidized 100%. Expenses exceeding amounts authorized will not be reimbursed.

2. USAS coaching and/or USOC sports science personnel may develop recommendations for an individualized regimen of athletic training and conditioning, and appropriate competition experience. Based upon such staff recommendations, Athlete agrees to work with NGB coaching staff toward the development of a mutually agreeable program focused on improved and sustained elite athletic performance that contributes toward the achievement of established team goals. Athlete's program is expected to include the following elements, among others:

- a. Range training programs;

- b. Physical conditioning program and schedule;
  - c. Record fire and training competition schedule;
  - d. National and international competition;
  - e. Education regarding, and periodic testing for, banned and restricted substances.
3. Each NT Athlete and designated NDT Athletes are required have a passport valid for the entire training year. Expenses associated with passports are the team member's responsibility. USAS will pay for any required visas.
  4. Complete the Team Member Information Sheet provided by your coach and USAS Media Relations department as may be applicable. If you go to school, provide both home and college information. **Keep all information current.** It is imperative that we have accurate contact information including phone numbers, addresses and gun information at all times.
  5. Meet all United States Anti-Doping Agency (USADA) reporting requirements both timely and completely. This includes No Advance Notice (NAN) Athlete Location Form. USAS will inform you if you have a USADA reporting requirement. Failure to meet USADA reporting requirements will result in loss of athlete eligibility for both support and participation.
  6. Be responsive; reply promptly to suspense requirements. Be on time for matches, meetings and travel.
  7. All funded training/travel must be approved in advance by the National Coach or Person-in-Charge (PIC). If an expense is not authorized, it will not be funded.
  8. Submit expense vouchers to the National Coach within seven (7) days of completing a funded activity. **All expense vouchers must be processed through the national coach or PIC!** Untimely submission for reimbursement may not be honored.
  9. Responsibilities Related to Airline Travel:
    - a. USA Shooting will not pay excess baggage charges unless specifically authorized. Most airlines allow only two pieces of luggage. More baggage is not only an expense, but also creates a space problem when coordinating group transportation. Exceptions to this policy will be made by the discipline national coach where there is a requirement to carry more bags than the airline carrier allows. In such cases, USA Shooting will pay for additional baggage if approved in advance by the National Coach or PIC. Exceptions to this policy will be recognized as necessary; please coordinate in advance.
    - b. USA Shooting will not pay for baggage insurance. If a shooter elects such coverage, it will be at their own expense. It is recommended that team members obtain insurance for

their shooting equipment. Carpenter Insurance offers an excellent policy at a reasonable price. For information, contact the National Coach.

c. USA Shooting will pay round trip airfare at the least expensive rate only. Athlete will pay any additional costs. Mileage will be reimbursed at the current mileage rate up to the cost of an airline ticket. Only vehicle drivers will receive mileage reimbursement.

d. The National Coach or PIC will make all airline reservations and itinerary changes unless specific direction is provided otherwise. **Athlete is not authorized to contact the airlines directly or to change airline tickets.** Supported (military) Athletes will be responsible for making their own reservations and purchasing tickets when funded by the military.

e. Athletes may not voluntarily relinquish their airline seats when there are scheduled activities and/or time sensitive requirements at destination.

10. A receipt is required for all expenses other than meals.

11. Every effort will be made to achieve maximum utilization of training dollars. This requires advance planning so that discount airline tickets can be purchased. Athlete will pay any charges resulting in additional expense to accommodate the team member's personal desires.

12. For all team travel, each Athlete is responsible for his or her own baggage. If you take it or buy it - you carry it!

13. Athlete may not sell, trade or give away ammunition, guns, supplies or equipment provided by USA Shooting or sponsors.

14. Coordination of all training at the Colorado Springs Olympic Training Center (CSOTC) is to be made through the National Coach. In planning be sure to provide your name, dates of training inclusive of travel, airport of departure and return as well as any unique requirements. An airline ticket will be mailed to you. If you do not receive a ticket five days prior to travel, contact the National Coach. The staff will make arrangements for meals and housing.

15. The USOC requires all athletes training at the CSOTC to return their room key and meal card before departing the complex. Failure to do so results in a charge, which will in turn be assessed to the athlete. All cards and keys are to be returned to the National Coach or other USA Shooting staff member to insure proper credit. Items returned to other than USAS staff, remain the responsibility of the Athlete.

16. Any Athlete designated to be a rental car driver is responsible for seeing that his/her assigned passengers are at designated training/competition areas on time. Likewise, passengers are responsible to their driver for being prompt and keeping their driver informed as to transportation requirements. Authorized rental car expenses will be reimbursed 100%. Parking

and traffic tickets will be reimbursed at 0%. USA Shooting does have liability and collision damage insurance for domestic vehicle rentals. A copy of the insurance binder will be provided each renting driver. USA Shooting will not pay for additional rental car insurance. Renters may elect additional coverage at their own expense.

17. Only those people authorized by rental contract and/or the National Coach or Person in Charge (PIC) may drive rental vehicles.

18. It is strongly recommended that each Athlete have a major credit card for his or her use. Emergencies and special situations do occur. Should you have to purchase an airline ticket or rent a car, a credit card may be a necessity.

19. If you have a question regarding training, equipment, planning, selection for travel, competitions or other relevant subjects, contact the National Coach. Our job is to assist you in achieving your goals. Communication is an important part of that process.

20. When the USA Shooting provides any financial support to a competition, athletes will compete in the highest classification (i.e. AA class). Athletes are also required to attend awards ceremonies as designated by the National Coach or PIC. Exceptions will be approved in advance by the National Coach or PIC.

21. The uniform for award ceremonies will be the current NT or NDT warm-up suit (top and bottom) unless designated differently by the PIC. This uniform is to be worn by Athlete anytime they receive a shooting award where funding is provided by the USA Shooting. **Hats and sunglasses are not to be worn while receiving an award.** The National Coach or PIC may make exceptions as appropriate. It is most desirable to present our Athletes in the best image possible.

22. The PIC will designate the uniform for selected functions such as opening and closing ceremonies, banquets and other official activities. Athletes not NT/NDT members that are participating with the U.S. team are required to have and wear the appropriate clothing. Participants will be advised in advance of the activity and the appropriate clothing to be worn.

23. Charges by hotels, including the CSOTC, for damages, failure to return keys/meal cards and missing property (towels and such) will be assessed the responsible Athlete(s).

24. Ammunition distribution policy:

- a. Athletes may receive an ammunition allowance based on current sponsorship and available funding.
- b. Resident Athletes will be provided training and competition ammunition to support their approved training program.
- c. It is each Athlete's responsibility to provide his or her own ammo and pellets for

training and competition. The National Coach or PIC will inform Athlete when ammunition will be provided. Athletes may purchase additional amounts of ammunition, if available from the National Team at current replacement costs. This practice is highly encouraged to support the use of sponsor's products.

25. USA Shooting may provide athletes with sponsor and/or team provided product(s) including ammunition. Using such products is important to developing and honoring corporate sponsorships. Acceptance of such product(s) indicates a willingness to use these products. Team members are required to use non-performance equipment sponsor products at training and/or competitions as designated by the USAS staff. Athlete may decline to accept performance equipment and/or product(s) with the full understanding that USAS will not provide alternate products, store or ship products on behalf of the athlete that compete(s) with USAS and/or USOC sponsors. Athlete and staff are prohibited from speaking negatively and are encouraged to speak positively regarding sponsors products.

26. Athletes traveling outside of the U.S. are required to have a customs form #4457 listing their rifle, pistol or shotgun make, model and serial number. This requirement is to be completed prior to domestic departure and can be accomplished by taking your guns to any customs office for verification of serial number and form completion.

27. The attendance of family and friends at international events **must be coordinated in advance** and approved by the National Coach or Team Leader. When additional people accompany the team, extra coordination is required for housing, venue access, ticketing and transportation. Staff will assist when appropriate so that athletes can place full attention on their shooting.

28. Please use the shooting team chain of command to resolve problems and complaints. If you do not receive a satisfactory answer to a situation by the National Coach, contact the Director of Operations or the Executive Director either verbally or in writing. Should these avenues prove unsatisfactory, contact your elected discipline athlete representative or the Athletes' Advisory Council (AAC) Representative.

29. NT/NDT Athletes other than residents may be requested or required to submit a periodic reports of competition and training activities to the national coach. Resident Athletes will submit training reports as required by their training program. Failure to submit such reports may jeopardize financial support and participation.

30. For other than emergencies, the staff will not accept collect calls. At Athlete's request, the staff person will gladly make a prompt return call to minimize the team member's expense.

31. Athletes under the age of 21 are subject to an 11:00 p.m. curfew during any funded activity. Additional curfews may be established by the coach or PIC at any activity.

32. Athletes under the age of 21 may not consume alcoholic beverages at any time during a

funded activity.

33. The following USA Shooting marks or terminology are legally protected and are not to be used without specific permission; USA Shooting name logo and design; USA Shooting Team name logo and design; US Shooting Team name logo and design, Quickshots name, logo and design, Sport for Life, Targeting Success and USA Shooting News. This includes the use of and wearing team uniforms with subject properties at activities where USAS does not have formal representation such as meetings, conventions and trade shows. Needless to say, the Olympic rings, logo and use of the word "Olympic" and variations thereof are protected by federal law and USOC filings.

34. Athlete is welcome to seek contracts/agreements for personal sponsorships and support **as long as they do not conflict with existing USAS sponsorship agreements either in effect or in negotiation.** Athlete is REQUIRED to consult with USAS marketing staff or the Executive Director prior to having any agreement negotiations to identify any potential conflicts. **Before Athlete enters into an agreement, either formal or informal, he or she is REQUIRED to:**

a. Consult with the Marketing Director to verify that there are no conflicts with existing USA Shooting or USOC sponsors. Athlete contracts, agreements or advertising may not be detrimental to USAS, as determined by USA Shooting.

**b. Provide the Executive Director with a copy of said final contract or provide details of any informal agreement. Specific USAS approval is required in any advertising using USAS marks/properties.** Recognizing this, the Executive director will not unreasonably withhold approval of non-conflicting personal contracts. At any time, an athlete may enter into individual endorsement agreements with any entities that do not provide products and/or services in categories then reserved by NGB. However, in the event that any such individual agreement should extend beyond the next available date upon which NGB would be entitled to modify its listing of exclusive categories, then Athlete's individual agreement must provide that NGB shall have the right to buy-out and terminate that individual agreement. In order to exercise its right to buy-out and terminate such an individual agreement, NGB must pay to Athlete an amount equal to any remaining payments otherwise due Athlete under such individual agreement as of the date of such buy-out, or equal to any refunds or penalties suffered by Athlete as a result of such buy-out or termination.

35. Except for those rights specifically granted to USAS and any restrictions specifically set forth above, Athlete shall retain sole and exclusive ownership and control of all of his/her other individual publicity rights, subject only to (i) IOC, USOC and/or International Shooting Sports Federation regulations and restrictions, and (ii) NGB's right of disapproval to protect its own name, marks, goodwill or other sponsorship relationships. Athlete understands and agrees that he/she must obtain the prior written consent of NGB for any individual endorsement program in which he/she will be named as a member of, or otherwise openly identified with, the NGB.

Athlete further understands that such approval may be conditioned upon payment of additional consideration to NGB.

36. It is the Athlete's responsibility to keep the USA Shooting Marketing Director or Executive Director informed prior to public appearances as a representative of USA Shooting or where USAS marks/properties are exhibited. Athlete appearances are endorsed and the staff will assist Athlete whenever possible with non-conflicting personal sponsorships and public appearances.

37. In the event that any USAS sponsor desires to use Athlete's presence or image individually but in a manner which does not constitute an individual endorsement (i.e., usage which is not dependent upon identification of a particular athlete by name), then NGB shall notify Athlete of such opportunity and he/she shall have the option either to consent to or reject the same. If Athlete consents to such appearance or usage, he/she may receive a fee plus reimbursement of expenses in case such opportunity involves an on-location appearance from the sponsor. If Athlete rejects such proposed appearance or usage of his/her image, then NGB shall notify its sponsor accordingly, and shall make such opportunity available to another Athlete.

38. Athlete agrees that he/she will not contact USAS sponsors in an attempt to secure an individual sponsorship in addition to the agreement in affect between said sponsor and USAS. When any sponsor desires to use an athlete's presence at a public event, promotional or corporate related event, in a manner which does not constitute an individual endorsement (i.e., usage which is not dependent upon identification of a particular athlete by name), then USAS shall notify Athlete of such opportunity including possible compensation rate and he/she shall have the option either to consent to or reject the same. Payment of expenses will be agreed upon prior to event between USAS and Athlete. Athlete agrees that he/she shall not enter or attempt to enter into any private individual agreement or extend such agreement with said sponsor without the knowledge or permission of USAS.

39. The Athlete agrees to accept financial responsibility for airline tickets, hotel accommodations and other expenses for which USAS has incurred a financial obligation for an activity which he/she has agreed to attend, unless athlete has been formally excused by the national team coach, PIC or executive director. If Athlete fails to appear at the event, the Athlete recognizes he/she can be placed on the B team. To regain active and supported status, the Athlete understands he/she must reimburse the team for the full net amount of the obligation USAS incurred.

40. Athlete agrees to pursue fully and completely, to the best of his/her abilities, the programs and objectives developed in concert with USAS coaching personnel. Athlete shall apply his/her best efforts throughout the duration of this Agreement toward the achievement of the objectives referenced above and performance goals mutually agreed upon from time to time by Athlete and the USAS coaching staff. Unless prevented by physical injury, or other unforeseen circumstances beyond Athlete's control, Athlete agrees to train and compete at his/her highest level of ability in which Athlete is entered to compete as a member of the USA Shooting Team.

41. Upon request by USAS, Athlete agrees to appear at and participate in promotional events, provided however that Athlete shall not be obligated to do so if his/her coach(es) believe that such would adversely affect Athlete's training and competition activities or Athlete's military commander determines the event in conflict with military requirements. As used in this section, USAS promotional events do not include appearances at for or on behalf of particular USAS sponsors or licensees, but instead include events such as fund raising activities, press conferences, parades, festivals, exhibitions, etc. Athlete shall be provided transportation, lodging and meals for any such USAS promotional activities.

42. USAS may use Athlete name, photos (either individual or group), likeness and signature free of charge for USAS fund raising efforts (primarily direct marketing). It is understood that no such use shall involve a personal endorsement by Athlete.

43. Athletes who fail to comply with team requirements and these policies will be subject to action under the USA Shooting Code of Conduct.