



## Terms and conditions for USA Cycling's Online Registration Rebate Program

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### USA Cycling offers two rebates to race directors for using the USA Cycling Online Registration system:

1. The general rebate program pays race directors \$0.40/transaction and the following terms and conditions apply only to this program:
  - a. The general rebate will only be earned for events with a minimum of 50 online registrations processed through USA Cycling's online registration system.
  - b. The general rebate is payable on a quarterly basis for all completed and qualified events that have turned in the following within 21 days after the last day of the event
2. The year-end bonus program pays race directors up to an additional \$0.40/transaction and the following terms and conditions apply only to this program:
  - a. The year-end bonus program will only be earned by race directors or clubs that meet the minimum of 250 net transactions in a calendar year.
  - b. The aggregate minimum and tier levels must be met by events permitted by the same race director or the same club over the course of a calendar year. (If a race director permits one event under her race director license and another under a sponsoring club, the first event will apply to the race director's aggregate and the second to the club's aggregate; they cannot be combined.)
  - c. The calendar year is defined here as January 1- December 31, however transactions are accrued based on the event date. (I.e. if registrations take place during one calendar year for the following calendar year, those transactions will count toward the following year's totals once the event is complete and meets the terms and conditions outlined below.)
  - d. The tiers of the bonus program are as follows:

**Bronze:** 250-749 net transactions in a calendar year – Additional \$0.10/transaction

**Silver:** 750-999 net transactions in a calendar year – Additional \$0.20/transaction\*

**Gold:** 1000+ net transactions in a calendar year – Additional \$0.30/transaction\*

**Level B Bonus:** Race directors certified at level B or higher receive an additional \$0.10/transaction on top of the levels above, so long as they meet the 250 transaction minimum.

\*Race directors in the Silver or Gold tier receive that rebate amount on all transactions. (E.g. a level C race director that has 1,500 transactions for the calendar year will earn \$450 through the bonus program at the end of the year)

### The following terms and conditions apply to both programs listed above:

1. Rebates are calculated per online net transaction (net of chargeback transactions and refunds)
2. One transaction is defined as all entries and purchases made at one time as one credit card transaction.
3. Race director must submit a fully completed and signed IRS Form W-9 to USA Cycling (send to respective membership services coordinator) no later than 21 days after the event



4. Rebate payments will only be issued to either the race director who signed the permit contract or the sponsoring club listed on the permit. If the payment is issued to the club, a fully completed and signed IRS Form W-9 must be submitted for the club. If the payment is issued to the race director, a fully completed and signed IRS Form W-9 must be submitted for the race director.
5. Rebate program excludes all National Championship events and any event/program owned and operated by USA Cycling or USA Cycling Development Foundation
6. Rebate program excludes race directors that have any outstanding (delinquent) events on record. Any outstanding (delinquent) events must be fully resolved before the online registration rebate is issued
7. No other online registration system may be used for event registration
8. Events must meet the following conditions to qualify for the rebate:
  - a. Permit fee and all other fees, including insurance surcharges, paid in full
  - b. All post-event paperwork submitted including first report of occurrences with any related paper waivers
  - c. Full event results

I agree to the above terms and conditions and would like the rebate check sent to:

Name: \_\_\_\_\_

(must be the sponsoring club listed on the permit, or the race director listed on the permit)

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Race Director or Club President Signature

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Event Name and USA Cycling Permit Number

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Date