

# **Official Clinic Request Form**



## NCR Policy on hosting an Officials' Clinic

- There will be NO officials' clinics before December 1<sup>st</sup> and none after May 1<sup>st</sup>.
- All officials' clinics must be posted online a minimum of two (2) weeks.
- All clinics must be open to anyone-no private clinics.
- All clinics must be NCR approved.
- All coaches must attend an officials' clinic each year.
- A minimum of four players from each team must attend every year.
- To be an R1 or R2 players must attend an officials' clinic.
- Scoring information can be found at [www.ncrusav.org/ncrofficials/scoreclinic.asp](http://www.ncrusav.org/ncrofficials/scoreclinic.asp)
- If there are any fees for hosting officials' clinics, NCR needs an invoice.
- If possible supply a microphone, podium/table and volleyball.

**NCR Staff has FINAL APPROVAL on all clinics.**

Please submit the following form by mail, e-mail, or fax to:

Cara Lang  
Box 91  
Dayton, MN 55327  
[cara@ncrusav.org](mailto:cara@ncrusav.org)

Fax: 763-515-3852

- Any questions, please contact Cara at 800-657-6967 or 952-831-9150 ext. 16
- After your clinic has been confirmed you will receive a confirmation e-mail with the following information:
  - Name of Clinician and contact information ~ it is recommend that the clinicians contact the host 3 days prior to the clinic. If you do not hear from the clinician please contact Cara.

- Details of clinic ~ Date & Time

## **Official Clinic Request Form**

Please fill out all the information before sending

To be approved for hosting an official's clinic all the following information needs to be completed and submitted **three weeks** prior to the date requested for the clinic.

|   |  |
|---|--|
| Date (Option 1)                                   |  |
| Date (Option 2)                                   |  |
| Date (Option 3)                                   |  |
|   |  |
| Site & Address (Please be specific):              |  |
|   |  |
|   |  |
|   |  |
| Door to enter/parking lot info/other information: |  |
|   |  |
|   |  |
|   |  |
| Please let us know if a PA system is available:   |  |

\*If you can accommodate more than 125 people, please reserve two rooms. The clinic will be split if more than 125 are registered. Group one: Beginning and Group two: Advanced. Please mark what room (s) will be used. Here are some suggestions of rooms that work best, also include the seating number each room holds:

|    |                         |  |         |  |
|----|-------------------------|--|---------|--|
| 1. | Auditorium              |  | Seating |  |
| 2. | Gym with a partition    |  | Seating |  |
| 3. | Gym without a partition |  | Seating |  |
| 4. | Choir Room              |  | Seating |  |
| 5. | Commons/Lunch Room      |  | Seating |  |
| 6. | Other                   |  | Seating |  |

|  |  |                   |  |  |
|--|--|-------------------|--|--|
| Contact Person for NCR/Clinician (NCR will take registration & phone calls): |  |                   |  |  |
| Phone Number:  |  | Email:            |  |  |
| Clinic Start Time:   |  |                   |  |  |
| Contact Person Day of Event:   |  | Cell Phone:       |  |  |
| Time Building will be open:  |  | Maximum Capacity: |  |  |

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**Cara Lang**

**cara@ncrusav.org**

**Fax: (763) 515-3852**

**www.ncrusav.org**