

SECTION E – INTERNATIONAL TRIPS/TOURS

1. No HA Team shall be permitted to play exhibition or tournament games, Inter-Branch games of any kind, or games against teams from any other member federation of the IIHF, without the written or faxed permission of Hockey Canada through HA. If HA does not object, it shall submit the request to the Hockey Canada President, for his consideration and approval. Violation of this rule may result in the suspension of the Team Officials and/or Players involved.
2. In the case of Inter-Branch games and exhibition or tournament games between Teams affiliated with Hockey Canada and teams affiliated with USA Hockey, permission and travel permits shall be granted at the discretion of HA through the Zone Discipline, Travel, Tournament Coordinator.
3. Hockey Canada, in its sole and unfettered discretion, may refuse application for sanctioning of International tours for any reason it deems detrimental to the Hockey Canada, HA, or the participants involved, and its decision in this regard shall be final and binding.
4. HA, clubs, teams, Players, coaches and officials who participate in the activities of international tours not sanctioned by Hockey Canada, do so independent of Hockey Canada and HA, and without access to benefits of Hockey Canada National Insurance Program and could be subject to suspension or other disciplinary measures as determined by HA.
5. OUTGOING TRIPS / TOURS
- 5.1 No HA Teams below the Pee Wee Division are permitted to play games in outgoing International Tours.
- 5.2 No Minor Team shall be allowed more than one outgoing International Tour during the same Hockey Season
- 5.3 To obtain permission to take a HA team for an International trip, the following procedures must be followed.
 - 5.3.1
 - a) A team must first obtain written invitations from the out-of-country or overseas team(s).
 - b) The out-of-country or overseas team must be a member of its ice Hockey Federation and the International Ice Hockey Federation (I.I.H.F.)
 - c) The letter of invitation MUST include the full details of where and when the competition will be played.
 - 5.3.2
 - a) Upon receipt of the invitation, the Teams LMHA must notify by letter, the General Manager of HA, requesting permission to travel which will include all items in 5.3.1.
 - b) The Teams LMHA must also send a copy of the above letter to the appropriate League Chairperson and/or appropriate HA Zone Manager of Operations.
 - c) A Certified cheque, money order or cash in the amount of \$250.00 payable to HA is required before the Branch can consider a request.
 - b) A detailed schedule outline dates and locations of all proposed games and team activities must be sent to HA from the LMHA before approval is given.
 - 5.3.3 Upon receipt of the official permission to travel from HA, the LMHA must then complete a Hockey Canada form titled " Hockey Canada Sanction Application for Team Tour in I.I.H.F. (A fee of \$150.00 is included in above amount paid). This form is to be completed and returned to HA no later than seventy-five (75) days prior to the day of the event. If the application is not received within the minimum seventy-five (75) days then HA will not support the trip.
- 5.4 A HA or Hockey Canada Official Representative must travel with all teams leaving Canada. The costs for this Representative must be borne by the traveling team Organization.

This Representative is to act as the 'OFFICIAL SPOKESPERSON' for the team.

- a) The HA Representative, appointed by the HA President, will receive a letter from HA indicating such.
- b) LMHA's may recommend to the HA President, any individual(s) they feel should be considered as the HA Representative. Letters of reference must be provided stating this person's involvement in the Community and reasons why he/she should be considered.
- c) The HA Board of Directors reserves the right to make the final decision on this Representative.
- d) This individual represents HA and/or Hockey Canada, some of his/her responsibilities include:
 - initiates and/or responds to: gift exchanges, toasts, welcomes, introduction of the official party, itinerary, etc.
 - control and discipline of the Players, coaches and managers.
 - attends all meetings of the Team/Organization planning the trip.
 - provides a written report to HA within 30 days of arriving back in Alberta.

6. INCOMING TRIPS / TOURS

- 6.1 All international tours or exhibition games involving teams from IIHF member federations other than USA Hockey, must be approved by HA and sanctioned by Hockey Canada. It is understood that HA will first approve the tour and then submit a proposal to Hockey Canada for official sanctioning. The LMHA must produce a written invitation to HA and obtain written or faxed approval from Hockey Canada before traveling to Canada.
- 6.2 In the case of international tours which involve HA and more than one (1) Branch(s), both HA and the other Branch(s) must approve the tour and its conditions and then submit a proposal to Hockey Canada for official sanctioning.
- 6.3 Submissions for Hockey Canada sanctioning of an international tour must include the following:
 - (i) A Certified cheque, money order or cash in the amount of \$250.00 payable to HA is required before the Branch can consider a request.
 - (ii) A detailed schedule outlining dates and locations of proposed games.
 - (iii) Written approval of both HA and any other Branch(s) involved.
- 6.4 Submissions for official sanctioning must be received in the Hockey Canada office no later than seventy-five (75) days prior to the commencement of the first game of the tour. Failure to comply with this requirement will result in automatic non-sanctioning of the tour.
- 6.5 Hockey Canada sanctioning of an international tour is conditional on the written approval of the IIHF member federation of which the traveling team is a member. Hockey Canada will not sanction any tour involving a team, which does not have the approval of its federation or a team which is not a member of its federation. The visiting team must also submit proof of primary medical coverage and liability insurance, which will be approved at the sole discretion of Hockey Canada. A federation representative must also travel with the visiting team at all times and act as its official spokesperson, team leader and team contact. The other federation must submit the name of this representative to the Hockey Canada prior to the commencement of the tour.
- 6.6 Hockey Canada, HA, LMHA, and Team making the application for sanctioning of an International tour is responsible for any damages, unpaid debts or other liabilities arising out of the operation of that tour. HA may, at their discretion, require with the application for an Incoming Tour that the

LMHA must submit a letter of credit or other satisfactory security to a maximum of \$5000.00, to be held in security toward any such damages, unpaid debts or other liabilities.

- 6.7 LMHA, clubs or teams contacted by organizers of tours involving teams from IIHF member federations, must immediately contact the HA office before proceeding with or confirming arrangements for any games. Likewise, any minor hockey association, club or team interested in hosting a team or organizing a tour involving a team from other IIHF member federations, must contact the HA office to initiate the process of official sanctioning.
- 6.8 The host team/association is responsible for obtaining documented proof of insurance coverage from the visiting team, and coordinating in-country transportation, accommodations and meals. The aforementioned must be forwarded to Hockey Canada as part of the sanctioning submission.
- 6.9 Hockey Canada, HA, LMHA's, clubs and teams, will not be responsible for remitting any fees, gate receipts or other funds, to visiting IIHF member federation teams and its organizers, aside from the obligations outlined in #6.8.