



ADDITIONAL USER – REGISTRATION SYSTEM ACCESS COMPLIANCE DECLARATION

Complete form and email to Tracy Gardner, Member Services Manager

Swim BC's registration data is confidential information protected under federal and provincial Acts. This information is not divulged to outside agencies. Best judgement must be applied when asked for contact information from people outside the BC swimming community. The club must ensure that the information requested is reasonably associated with the organization's functions and is used according to the purposes that were expressed to the registrant upon collection.

The Club Registrar is the primary custodian of the registration data for each club. The Registrar assigns additional users. Additionally, there may be a requirement for another representative in the organization to access the Registration Tracking and Results System (RTR). As the primary custodian, the Club Registrar must use this form to apply in writing, to the Club Services Manager of Swim BC, for additional user online system access.

COMPLIANCE DECLARATION

As a representative for my club, I agree that I will not share the access code to the RTR with anyone without the consent of Swim BC. I recognize that the registrant's personal information is private and confidential and must be protected according to PIPEDA and respective provincial Acts; I will use the system as it is intended.

Club Name: _____

Additional User Name & Phone number: _____

Additional User Signature: _____

Additional User Email (required for access) _____

Please state the purpose for which access to the online system is required: (Team Manager, Club Officials Director etc.)

President's Name: _____

President's Signature: _____