

Section III: Sanctioning Procedures

New additions are highlighted

[Click here](#) to review general information regarding sanctions or to apply for a sanction or contact Member Services at 1-800-345-4719.

I. Sanctions are required for all USA Gymnastics competitions, clinics, workshops, tours and exhibitions.

- A. USA Gymnastics, as the governing body for the sport in the United States, is responsible for the granting of Sanctions for those events, as defined in the USA Gymnastics Sanctioning Policies and Procedures.
- B. USA Gymnastics Sanctions can be secured through the USA Gymnastics Member Services department or [online](#) for all USA Gymnastics sponsored events/competitions 30 days prior to the event.
- C. USA Gymnastics is committed to promoting a safe environment for its members, participants, coaches, officials, volunteers and staff in all of the gymnastics disciplines.
 1. Club(s), Independent organization(s), and/or committee(s) must be an approved Registered Business* or Member Club to sanction events.
 2. A meet director must be a current professional member in good standing and must be affiliated with a Registered Business* or Member Club to apply for a sanction.
 - a. USA Gymnastics Tiers of Affiliation
 - i. Registered Business
 - MUST sign and adhere to the Registered Business Membership Requirements.
 - Has the ability to host sanctioned events
 - Has the capability to register athletes for competition
 - Pays no additional fees
 - ii. Member Club
 - MUST sign and adhere to the Member Club Membership Requirements
 - Has ability to host sanctioned events
 - Has the capability to register athletes for competition
 - Pays Member Club fee
 - Receives additional marketing/educational benefits
 3. USA Gymnastics-related activities – TOPS testing, Future Stars, Jump Start, camps, clinics, educational courses, etc. – can only be hosted by a USA Gymnastics Registered Business* or Member Club.
 4. USA Gymnastics National/Regional/State Committees may only award meets to clubs, independent meet director(s) and/or organization(s) that are Registered Businesses* or Member Clubs.
 5. Failure to comply with the new sanction policy may result in the voiding of meet results, loss of insurance coverage and sanction violation fines and penalties.

- D. When requesting a Sanction for a competition, equipment/venue set-up/strike and training days must be included, as well as competition days.
1. Any events that are being conducted in more than one location (two venues, for example) must have a separate sanction for each location.
- E. Once the sanction has been granted, the Meet Director must follow all USA Gymnastics Men's Program Rules and Policies.
1. **A non-USA Gymnastics sanctioned event may not be conducted concurrently with a USA Gymnastics sanctioned event.**
- F. Domestic sanction requests may also be filed online. The following events are eligible for "sanctioning".
1. Local meets, clinics, dual meets, tri-meets of a local nature.
 2. Sectional meets - qualifying meets hosted under the supervision of USA Gymnastics State Chairmen.
 3. State, regional - events hosted under the supervision of USA Gymnastics State or Regional Chairmen.
 4. National - events hosted under the supervision of the Senior Director of the Men's Program or the Director of Events.
 5. ANY Invitational competition, workshop or clinic involving current U. S. National Team Members
 6. International – ANY meets involving gymnasts from other countries.
 7. Clinics, workshops, training camps, and other events wanting the benefits of USA Gymnastics' secondary insurance coverage.
 8. Educational courses that are part of USA Gymnastics University
 9. Sanctions may be obtained for LOCAL meets with only one team participating (inter-squad meets).
- G. The appropriate fee must accompany the sanction request.
- H. It is the Meet Director's responsibility to:
1. Follow all regulations contained in these Rules and Policies and all applicable technical regulations from the NGJA.
 2. Secure judges through the appropriate judging association.
 3. Verify that all judges have current men's professional membership and all certifications and requirements are current.
 4. Ensure that all equipment specifications are correct and the equipment is properly installed.
 5. Ensure gymnasts are entered in their proper age groups and levels and are USA Gymnastics registered Athlete Members.
 6. Ensure all reasonable safety measures are considered.
 - a. Each competitive area must have its own physical space and may not overlap with another competitive area.
 - b. There cannot be any obstructions on the floor exercise area.
 - c. There must be sufficient room for mounting, dismounting and vaulting areas.
 - d. Report results according to procedures as stated in these Rules and Policies under Meet Results, Section VII.

- I. The Meet Director must be thoroughly versed in the organization and regulations of gymnastics competitions. Violations of any of these Rules and Policies will result in disciplinary action against the Meet Director.
- J. Meet Directors must mail the Request for Sanction form to the USA Gymnastics office a minimum of 48 hours prior to the meet. Late fees will apply for all sanction requests submitted less than 30 days prior to the start date of the event.
- K. The Meet Director of an event involving National Team Members must submit an additional form, found in the Appendices, to the USA Gymnastics Office.
- L. Request for changes to original Request for Sanction:
 - 1. ANY change must be presented in writing for approval prior to the event. Changes may be submitted to membership@usagym.org or by fax to the USA Gymnastics Member Services Department at 317/692-5212.
 - 2. The Meet Director must follow up the approved change in writing.
 - 3. Request must be made at least ten (10) days prior to the event.
- M. After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return it to the USA Gymnastics National Office. The appropriate copies must also be sent to the State and Regional Chairmen. These must be sent within forty-eight (48) hours.
- N. Upon receipt of the Request for Sanction form and appropriate fee, and after USA Gymnastics approves the sanction request, all sanction forms are available online and ready to be printed, including the Certificate of Approval Form, granting Sanction. THIS CERTIFICATE MUST BE POSTED DURING THE COMPETITION.
- O. IF A CERTIFICATE OF APPROVAL HAS NOT BEEN RECEIVED ONE WEEK PRIOR TO THE EVENT, CONTACT THE USA GYMNASTICS MEMBER SERVICES DEPARTMENT AT 1-800-345-4719 or email Member Services at membership@usagym.org.
- P. For Invitational meets or any other type of event involving U.S. Sr. Elite National Team Members, a Request for Foreign or USA National Team Sanction form must be submitted to the USA Gymnastics Office.

II. Sanction Fees – Domestic

Visit the USA Gymnastics Member Services website to review sanction fees or [CLICK HERE](#).

- A. Sanction fees for the Junior Olympic National Championships will be paid by USA Gymnastics; however, the meet host must submit a Request for Sanction form, including the signature of the designated Meet Director.

III. Sanctioned Events with Foreign Athlete Participation

- A. CONTACT USA GYMNASTICS NATIONAL OFFICE FOR ASSISTANCE AND DIRECTIONS. DO NOT DIRECTLY CONTACT ANY FOREIGN FEDERATION, ATHLETE, CLUB OR JUDGE.**
- B. With the increased participation of foreign athletes in the country, USA Gymnastics has the responsibility to inform our Professional Members of the FIG regulations governing this activity.

The FIG and its member federations have jurisdiction over international events i.e., events involving more than one country's athletes.

- C. Violations of the FIG regulations can result in restrictions of the member federation and/or its athletes.
- D. While USA Gymnastics realizes the cultural enrichment that these types of events provide to our members, strict compliance to the FIG Regulations MUST be followed. Your cooperation is very much appreciated.
- E. STATUTES of the FEDERATION INTERNATIONALE DE GYMNASTIQUE (FIG) – reprinted from the original CHAPTER VII: RELATIONSHIPS BETWEEN FEDERATIONS, UNIONS, GROUPS AND THE FIG.

Articles which affect international competition:

- 34.3 Inter-Federation Events and responsibilities of Federations
Federations may organize events among themselves in accordance with the Statutes and Regulations of the FIG. It is, however, forbidden for gymnasts or judges of a federation to participate in competitions of demonstrations in the sphere of activity of another federation without the prior consent of the federations involved. Likewise, the participation of gymnasts or judges of a federation in an event organized by a body other than a federation must be subject to the prior consent of any federations involved. Federations are also responsible to the FIG for the behavior of their gymnasts, coaches, judges, and other officials and they act as guarantors to the FIG in respect of these responsibilities.
- 35.1 In principle, gymnasts and judges taking part in any international competition must have the nationality (citizenship) of the federations they represent and the authority to participate from their federation.

The following article outlines the penalties that could be incurred by USA Gymnastics and individual Professional Members, if these rules are not followed.

- 28.0 Code of Discipline
Provisions of the “good rule and governance” of the FIG is made in Appendix 3 to these Statutes. This has validity as though it were enacted in the body of the Statutes.

The sanctions which may be imposed upon a federation or an individual for an act of misconduct are:

- a) a warning, possibly with publication in the FIG Bulletin;
- b) suspension of the federation, or a person, from participation in any official event of the FIG or from several such events;
- c) exclusion from any future participation in the activities of the FIG;
- d) refusal of admittance to any events of the FIG;
- e) a financial imposition;
- f) exclusion of a federation, following resolution of the Congress;
- g) Suspension from office of any elected member and possible exclusion from office, following resolution of the Congress.

F. INVITATIONS FOR FOREIGN ATHLETES (Competitions/Exhibitions/Training)

1. Send ALL information (including any financial arrangements) and a cover letter including dates, registration forms, and fees to the USA Gymnastics Office.
2. If you wish to invite a particular athlete(s) or foreign club(s), include club name, contact person, and address.
3. If the activity is a competition/exhibition, a USA Gymnastics Sanction is REQUIRED.
4. DO NOT SEND ANY INVITATIONS (FOREIGN OR DOMESTIC) UNTIL THE USA GYMNASTICS OFFICE HAS NOTIFIED YOU THAT APPROVAL HAS BEEN GRANTED.

G. Foreign Sanction Fees

Visit the USA Gymnastics Member Services website to review foreign sanction fees or [CLICK HERE](#).

H. OTHER CONSIDERATIONS

1. The USA Gymnastics Office must approve all sponsorships, advertising, and promotional materials concerning these events in writing.
2. The use of the word "INTERNATIONAL" is strictly FORBIDDEN.
3. Promotion or advertising depicting the event as a competition between two or more countries is forbidden (i.e., USA vs. Canada).
4. If your club is planning on traveling to another country, you MUST inform the USA Gymnastics Office in order to gain written permission from both federations.
5. ALL EXHIBITIONS, COMPETITIONS, AND TRAINING BETWEEN COUNTRIES (I.E., USA VS. FOREIGN COUNTRY) IS UNDER THE JURISDICTION OF USA GYMNASTICS.

IV. Sanctioning Requirements for Foreign Exchanges

The following categories have been defined for participation of foreign athletes in this country. All exchanges involving foreign athletes are under the jurisdiction of the FIG and the host Federation. Every procedure MUST be followed to protect the athletes and USA Gymnastics.

A. Competitions/Exhibitions/Training/Exchanges which DO NOT involve any USA or Foreign National Team Members

1. Requirements if competition or exhibition takes place in the United States:
 - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
 - b. All Foreign Athletes must register with USA Gymnastics (\$25).
 - c. Sanction Application Fee – \$300: Contact Member Services at 1-800-345-4719.
 - d. All aspects of the event MUST be approved by USA Gymnastics. This includes but is not limited to:
 - i. Sponsorships
 - ii. Marketing/property rights
 - iii. Equipment/format
 - iv. Television
 - v. All promotional, marketing, and advertising materials
2. Requirement if competition or exhibition takes place in another country:
 - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
 - b. Prior notification to USA participants that the USA Gymnastics insurance does not cover their participation in an event held in a foreign country.

3. Requirement if TRAINING ONLY takes place in United States:
 - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
 - b. Proof of Insurance coverage:
 - i. It is the sole responsibility of the event host to secure proper insurance for the event -- be aware that some insurance packages do not cover foreign athletes or coaches.
 - ii. Training exchanges may not be "USAG-sanctioned"; therefore, the Team (athlete) Member Insurance is not in effect.
- B. Competitions/Exhibitions/Tours which include Senior USA or Foreign National Team members.
 1. Requirements for events conducted in the United States and there are no public ticket sales and no TV broadcast.
 - a. All Foreign Athletes must register with USA Gymnastics (\$25).
 - b. Sanction Application Fee -Based on scope of event, minimum fee is \$300.
 - c. All aspects of the event MUST be approved by USA Gymnastics. This includes but is not limited to:
 - i. Sponsorships
 - ii. Marketing/property rights
 - iii. Equipment/format
 - iv. Television
 - v. All promotional, marketing, and advertising materials
 - d. Prior request from Foreign Federation to USA Gymnastics for approval where Foreign National Team members are involved.
 2. Requirements where the event is in the United States and there are public ticket sales or television broadcast:
 - a. All Foreign Athletes must register with USA Gymnastics (\$25).
 - b. Sanction Application Fee - Based on scope of event minimum fee is \$5,000.
 - c. All aspects of the event MUST be approved by USA Gymnastics. This includes but not limited to:
 - i. Sponsorships
 - ii. Marketing/property rights
 - iii. Equipment/format
 - iv. Television
 - v. All promotional, marketing, and advertising materials
 - d. Prior request from Foreign Federation to USA Gymnastics for approval.
 3. Requirements where the event is in another country:
 - a. All aspects of the event MUST be approved by USA Gymnastics.
 - b. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
 4. National Club Invitational Competitions which include Senior USA National Team Members and/or Foreign Athletes:
 - a. All Foreign Athletes must register with USA Gymnastics (\$25).
 - b. Sanction Application Fee - \$300.
 - c. All aspects of the event MUST be approved by USA Gymnastics. This includes but is not limited to:

- i. Sponsorships
 - ii. Marketing/property rights
 - iii. Equipment/format
 - iv. Television
 - v. All promotional, marketing, and advertising materials
- d. Prior request from Foreign Federation to USA Gymnastics for approval.
5. Special Insurance Sanction
- a. Anytime a USA National Team Member (Senior or Junior) is involved in gymnastics related event, whether foreign or domestic, and it is not a USA Gymnastics activity, the event can be "sanctioned" by USA Gymnastics. This special approval is for Insurance Purposes Only.

V. Violations of Sanctions

When a Meet Director and/or other professional member(s) participating in the event fail to follow these Rules and Policies, actions may be taken against the Meet Director and the individual offenders by the USA Gymnastics National Office and/or through the Regional Chairman in conjunction with a Regional Board (if that region has a Regional Board).

- A. **The Meet Director and/or other professional member may be fined \$100 for infractions of the rules –**
- B. He may lose the right to host sanctioned meets for a period of one (1) season or longer. He may have his professional membership status suspended or revoked.
- C. If an individual gymnast is in violation of the regulations, he will be disqualified and all awards returned.
- D. Sanctions may be revoked.
- E. When the sanction is revoked, no score from the competition is valid.
- F. Violation of Sanction may include, but is not limited to:
- 1. Improper timing of the event:
 - a. Athletes in the gym too long (over 5 hours)
 - b. Starting the warm-ups before 8:00 AM
 - c. Poor scheduling causing the meet to run past 10:00 PM
 - 2. Inadequate facility or equipment.
 - 3. Failure to check athlete numbers and/or coaches' and judges' membership numbers and certification requirements when required.
 - 4. Failure to have a current Men's Professional Membership, which includes a current safety certification, background check, and a minimum certification level of Instructor Certified.
 - 5. Incorrect awards.
 - a. Failure to order awards for State or Regionals from USA Gymnastics' national medal company – A1 Awards.
 - b. Failure to give out at least the minimum number of awards as stated in these Rules and Policies.
 - 6. **Failure to submit the National Gymnastics Foundation head tax.**
- G. Guidelines for action against a Meet Director/Club and/or other professional member that has violated the Sanction guidelines:
- 1. Letter of reprimand.
 - 2. Probation of the Meet Director and/or club for one (1) year.
 - 3. Removal of the Sanctioning privileges from the Meet Director and/or Club for a period of one (1) year or more.
 - 4. Impose a fine, either separate or in addition to any of the above actions.

H. Written notification of a Sanction violation should be mailed to the Regional Chairman within forty-eight (48) hours of the competition. It is the right and responsibility of USA Gymnastics professional members to report Sanction violations.

VI. Sanction Report Forms

After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return the sanction report to the USA Gymnastics National Office

Return within forty-eight (48) hours of ALL sanctioned events to:

Email: sanctions@usagym.org or fax: 317.692.5212

- Pages 1-6 of the official USA Gymnastics Sanction Report Form must be completed and returned to USA Gymnastics.
- The appropriate copies must also be sent to the State and Regional Chairmen.
- **Credit card payment to the National Scholarship Foundation may be included with the Sanction Report Form -- \$1.00 per athlete entered in your event (see IX below).**

VII. Meet Results and Meet Result Forms

The meet director must mail copies of the meet results AA and individual event scores, for each age group, and a completed Meet Result Form within 48 hours to the following individuals:

- Local Meets:
 - State Chairman
 - Regional Chairman
- Sectional Meets:
 - State Chairman
 - State Meet Director
 - Regional Chairman
- State Meets:
 - Regional Chairman
 - Regional Meet Director
 - State Chairman
- Regional Meets
 - Regional Chairman
 - Junior Olympic National Meet Director (include a list of qualifiers)
 - Men's Program Director

VIII. Rebate Monies

USA Gymnastics provides State and Regional Chairmen with funding for phone, copying, franking, etc., to accomplish these tasks. Chairmen are also encouraged to be entrepreneurial in fund raising through clinics, workshops, competitions, etc., which DO NOT exceed the maximum fee prescribed in these Rules and Policies.

The funding mechanism is explained below:

- ALL rebate monies from professional (\$12) and Athlete (\$2.50) registrations will go to the Regional Chairman.

- B. ALL Sanction Reports should be copied and forwarded on to the National Office, Regional Chairman and State Chairman within 48 hours. Failure to forward the competition tax COULD result in removal of the Sanction, forfeiture of the qualifying scores, failure to secure Sanction for future events and the possible loss of Professional Membership.

IX. National Gymnastics Foundation Men's Academic Scholarship Program Fees

- A. In August of 1999, the Junior Olympic Program Committee (JOPC) mandated that a one dollar (\$1.00) head tax, for each participant at any men's sanctioned event where a fee is charged, be collected and sent to the National Gymnastics Foundation in order to aide in the funding of the Men's Scholastic Program.

These funds are required to be returned with the USA Gymnastics Sanction Report Form to the National Office within 48 hours of the conclusion of the sanctioned competition or event. **Do not send these funds to your State or Regional Chairmen.**

Failure to cooperate in supporting the Scholarship Program will lead to complications securing Sanctions in the future and continuing as a Professional Member in good standing. Information concerning the details of the National Gymnastics Foundation Scholarship Program can be found on the Men's Page of the USA Gymnastics web site at www.usa-gymnastics.org.

- B. Clinics, educational opportunities and Future Stars program evaluations that are supported by a USA Gymnastics State or Region and where any proceeds from the event go to the State or Region shall be exempt from the National Gymnastics Foundation head tax.



TO MEET DIRECTORS FOR ALL MEN'S PROGRAM SANCTIONED EVENTS

In August of 1999, the Junior Olympic Program Committee (JOPC) mandated that a one dollar head tax, for each participant at any men's sanctioned event where a fee is charged, be collected and sent to the National Gymnastics Foundation in order to aide in the funding of the Men's Scholastic Scholarship Program.

These funds are required to be returned with the USA Gymnastics Sanction Report Form to the National Office within 48 hours of the conclusion of the sanctioned competition or event. Do not send these funds to your State or Regional Chairmen. Failure to cooperate in supporting the Scholarship Program will lead to complications securing Sanctions in the future and continuing as a Professional Member in good standing.

Please use the form below to insure that the National Gymnastics Foundation Scholarship head tax is properly credited to your sanctioned event.

Information concerning the details of the National Gymnastics Foundation Scholarship Program can be found on the Men's Page of the USA Gymnastics web site at www.usa-gymnastics.org.

Sanction #: _____ Name of Meet Director: _____

Name of Event: _____ Date of Event: _____

City: _____ State: _____ Zip: _____

Number of Participants: _____ **X \$1.00 =** _____ **Total Payment**

Check here if this was a State/Region supported clinic/educational opportunity/Future Stars evaluation and proceeds went to State/Region: No head tax is assessed.

PAYMENT

Check - Mail a check, payable to the **National Gymnastics Foundation**, to **132 E. Washington St., Suite 700, Indianapolis, IN 46204**. Please note on the check that it is for Men's Scholarships and include the sanction number.

Credit Card – Mail with credit card payment to address above or fax to 317 / 237-5069.

Please charge my credit card for the above marked charges:

Card Number: _____ Exp. Date: _____

Name as it appears on card: _____

Authorized Signature: _____