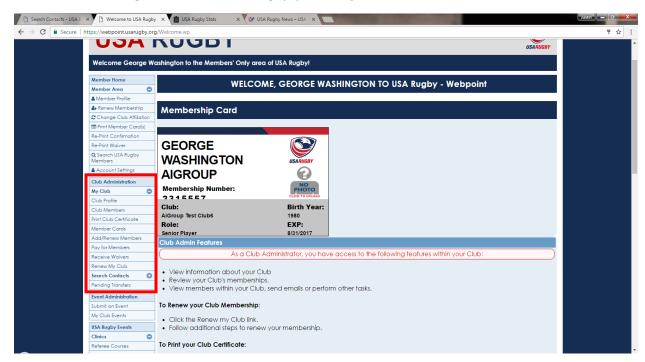
If you are creating a new club, please use the <u>new club application</u>. Upon completion of this application, you will be contacted by USA Rugby with the needed steps to get your club in good standing.

For most clubs, the club needs to;

- 1) Have paid club registration fee (\$160 to USA Rugby directly/\$500 for NIRA clubs)
- 2) Have a current level 200 coach registered to the club
- 3) Have the proper number of players registered to the club (15 for 15s, 9 for 7s)

Please know that dues are also based on the regional/conference/union/etc. that the club is registering in. In order to be able to re-new a registration, you must first be a front end administrator for the club. In order to be assigned the front end administrator status you must register to the club in some capacity, have a current USA Rugby background screening, and contact USA Rugby at membership@usarugby.org. This will give you access to the club administration box, most specifically the "Renew My Club" button.

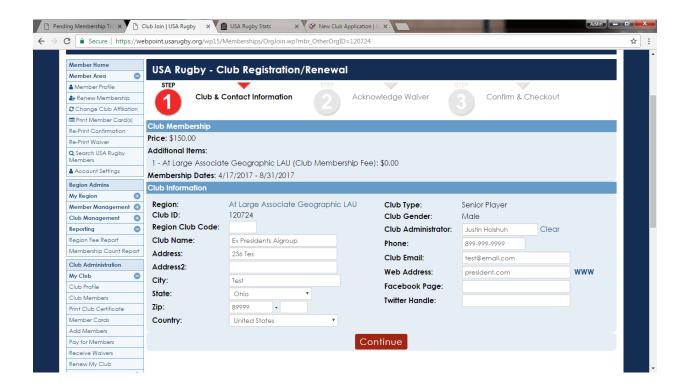
To renew a club's registration with USA Rugby, please log in.



This will takes you through a 3 step process.

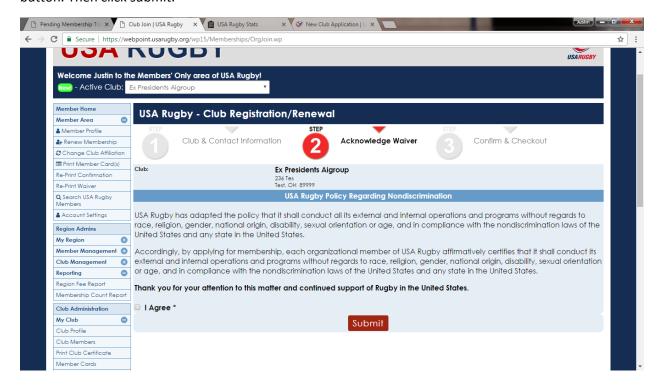
Step 1:

Please confirm your club's information is correct. Once confirmed or changed, please click continue.



Step 2:

Please read the "USA Rugby Policy Regarding Nondiscrimination." Once done, please check the "I Agree" button. Then click submit.



Step 3:

The last step is paying the necessary dues.

Please know that each clubs dues will depend on what union/conference/region/etc. that the club registered under. USA Rugby has no impact on the costs of these dues as we simply collect them.

Once paid, this would successfully renew the club's registration for the new competitive year.

For those needing help registering club members, please see <u>"How Do I Register the Members of My</u> Club."

Please know that coaches need to register themselves as this cannot be done by the club administrator.