

# World Beat Dragon Boat Club Team Registration Packet

Salem Multicultural Institute  
 189 Liberty Street, 2<sup>nd</sup> floor of the Reed Opera House  
 503.581.2004  
[info@salemmulticultural.org](mailto:info@salemmulticultural.org)

- Please fill out this form in its entirety, including **two phone numbers and an email**.
- This **form** will be **kept confidential** and in a secure filing cabinet **at the Salem Multicultural Institute office**.
- This is for office and team leader reference and is **vital for effective communication between the club scheduler, team leaders and tillers**.
- The callers can also be team captains and assistants, but it is always advisable to have numerous callers who are comfortable leading the team as well as paddling.
- All callers must go through at least one caller orientation training, administered by club leaders, prior to calling for a team. Caller orientations can be scheduled through the office.
- Because of the local tiller shortage, teams are not expected to provide their own tillers this season. The club scheduler will contact and assign local tillers to your team if they are available. However, the only way to guarantee your team a tiller is to get someone on your team trained. Training is available in Portland. Without a team tiller your practices may be limited.

	Name	Phone	2 <sup>nd</sup> Phone	Email
<b>Captain</b>				
<b>Assistant Captain</b>				
<b>Lead Caller</b>				
<b>Second Caller</b>				

## For Office Use Only

	Name	Phone	Second Phone	Email
<b>Primary Tiller</b>				
<b>Back-up Tiller</b>				

**Anyone interested in learning to till should contact Erin Zysett, the program coordinator for the Salem Multicultural Institute, [info@salemmulticultural.org](mailto:info@salemmulticultural.org) or 503.581.2004. For now, tiller training involves driving to Portland, but carpooling is available.**

**Salem Multicultural Institute's (SMI)  
World Beat Dragon Boat Club  
PO Box 4611  
Salem, OR 97302  
503-581-2004**

**Memorandum of Agreement**

The purpose of this memorandum is to provide a working plan to be applied when Dragon Boat Teams rent the practice boat and equipment from the World Beat Dragon Boat Club (WBDBC).

- Renter completes a *Team Boat Rental Application* and forwards it to the World Beat Dragon Boat Club scheduler at [info@salemmulticultural.org](mailto:info@salemmulticultural.org), then confirms it was received.
- Renter keeps the information on the Rental Application current by contacting WBDBC scheduler with any updates and changes.
- Boat rental fees must be received in advance of boat equipment use.
- Boat rental fees are \$22 per session (or \$1 per person) if payments and schedule requests should be made on a monthly or quarterly basis are received two weeks ahead of time. If rental fees/schedule requests are made less than two weeks in advance, fees double to \$44.
- Renter uses the boat and equipment **ONLY** during the times confirmed by the boat scheduler.
- Renter renews and confirms scheduled time slots and ensures appropriate fees have been received in order to have continued use of the boat and equipment.
- Renter canceling a practice time receives credit for that time only by notifying the scheduler 24 hours in advance. **Exception:** In the event of hazardous water conditions or weather, or an emergency by key personnel (such as the tiller) a tiller, SMI Staff or Board Member may cancel a practice at any time. If this occurs, please contact the scheduler immediately. **SAFETY FIRST!**
- Damage to boats or equipment is reported to WBDBC Immediately. The first \$250 of any repair costs are charged to the team involved.
- Renter agrees there will be NO paddling after dusk.
- Renter is knowledgeable about and adheres to *Boat Use Guidelines and Safety Rules* (included in the Individual Member Club Registration Packet and in this packet) at all times.

Team Name: \_\_\_\_\_ Date: \_\_\_\_\_

Team representative's signature: \_\_\_\_\_

Please print name: \_\_\_\_\_

The renter agrees to the contents and exceptions to this memorandum.