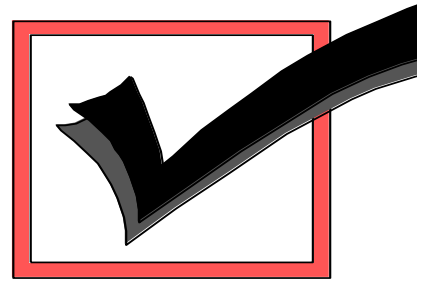


# AVA CHECKPOINT



**The official voice of the American Volkssport Association  
America's premier noncompetitive sports organization!**

This newsletter is intended especially for AVA Club Presidents as well as Club Officers.  
It is used to relay timely information, pass on policy and operational changes  
and be a reminder of approaching deadlines.

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**March 2013**

## **18<sup>th</sup> AVA Biennial Convention Registration**

Please note that the convention registration form, Registration Sheet 2, Paragraph 3, Volkssport Event Registration, Christmas (May 1) Orlando Wetlands Park requires a park entry fee. This fee is not part of your registration and it must be paid on-site at the convention prior to the event. If you will be entering the park by car or shuttle, the fee is \$16.00 per person. If by bus, the fee is \$12.00 per person.

## **Regional Director Elections**

These are currently in progress for NEC XVIII, however, the election of the Director, South Central Region has been completed. Glen Conyers is the new SCRD elect.

## **Delegate/Proxy Designation – Form 500**

Your club must be in good standing by midnight March 17 to vote at the convention. All first quarter and older Quarterly Participation Reports are due including proof of E-Postcard filing, any money due on club accounts older than 90-days, Annual Financial Report, and Club Officer Update.

AVA Form 500 must be postmarked no later than midnight April 1 to be processed at this Headquarters. Any form received after this date will be returned to the applicable club. It can then only be presented in-person at convention registration.

## **Convention Pre-Registration Deadline and Cancellations**

Pre-Registrations must be postmarked no later than March 21 or received by FAX no later than midnight March 21.

Registration cancellations must be postmarked no later than, or sent by FAX no later than midnight on March 31. Refunds will be made by check and a \$100 administrative fee will be charged.

## **Event Participation Reports**

Your club has 30 days from the end of a quarter to input event participation data for your YREs/SEs and 30 days from the last day of a Traditional Event. After that, you will not be able to enter the information because of a programmed computer lockout and you must send an email to [Events@ava.org](mailto:Events@ava.org) to have late input entered. On the 31<sup>st</sup> day, your report is late and you will incur a late fee.

### **Additional Insured – Certificate of Insurance Application Form 403**

Titles can be stated on the Certificate of Insurance such as The County of Bexar, its agents, employees, trustees, directors, but no personal names or any special statements may go on the certificate, as this would change the intent of the Certificate of Insurance. Please keep this in mind when preparing Form 403.

### **IVV Awards Processing**

Beginning January 1, 2013, NEC XVII voted to no longer offer “Free Shipping” Coupons for those who want to order a new IVV Distance or Event Book when they send their completed record books for processing. Because postage rates are increasing, we will no longer honor any old “Free Shipping” Coupons. \$1.50 is charged for the order of one up to four books.

When anyone completes an IVV Record Book they need to send it to AVA headquarters as soon as possible for processing. Please encourage your members to make a habit of sending them for redemption instead of holding them indefinitely. In fact, some people are holding their completed record books for several years and we are finding many errors and incorrect books when these books are finally turned in.

### **New AVA Headquarters Staff Member and Merchandise Store and Shipping Policy**

Our Accounts Receivable Specialist position has now been filled. Please welcome Theresa Hutchison to our organization and remember that she is new and still learning the job. So please be patient. Contact Theresa directly at [Theresa@ava.org](mailto:Theresa@ava.org).

Our internal shipping policy, for many years, has stated: allow up to four weeks for receiving your merchandise order. Please decide in advance what you need to order and then submit your order at least 30 days prior to needing the merchandise. Also, please submit your order only once by email to: [Theresa@ava.org](mailto:Theresa@ava.org). We are receiving many duplicate order requests, multiple changes for an order, etc.

A merchandise order form can be found on at [www.ava.org](http://www.ava.org). Click the **Store** tab from the main menu. Then click the photo of the **TAW Merchandise Store** icon. This will open up a pdf file and an Order Form for all public merchandise. Print the Order Form and either mail, FAX, or scan it or email your order to us.

Please make sure that you and any of your members have deleted their internet bookmarks for all website links from the old website Online Merchandise Store. Refresh your settings to protect your online credit card security settings.

If you want to order Trail Marking Supplies, Insert Pages (Cards), Start Cards, and other items not found on the TAW Merchandise Store order form, please send your request for these event and club items to [Theresa@ava.org](mailto:Theresa@ava.org). Currently, there is a cost for all event and club materials. We are working on a new form which will include materials and cost listings. This will be posted to the AVA web site at a later date.

### **Information Technology Committee Updates**

The NEC has approved a pilot project by the IT Committee for the California Volkssport Association to test virtual walk boxes as a solution to support remote events. When the project is completed, under the supervision of the IT Committee, the results will be reported to the NEC for further action.

The system used for Electronic Sanctioning Requests (ESRs) has been under review for several months. The objective is to improve the sanctioning process and make it easier and more user

friendly. Chris Mellen has been appointed as the IT Committee's ESR Specifications Coordinator to coordinate and organize this project.

Please let any of your club members who are assigned to submitting ESRs know, that when they are adding or renewing a YRE or adding a new Traditional Event, they may see that some things have changed. If they have any problems or have questions about the process, they should contact Chris at: [walkpapu@verizon.net](mailto:walkpapu@verizon.net). He will be pleased to answer any questions and this will be done quickly.

### **Next NEC XVII Meeting**

The next NEC XVII meeting will be held on Tuesday, April 30, 2013, at 1:30 to 3:30 p.m. at the 18<sup>th</sup> AVA Biennial Convention in Orlando, Florida. You must submit any proposed Agenda Items to your Regional Director no later than Saturday, March 2, for consideration. Only items of significance are being accepted because of the limited meeting time.

### **TAW Deadline**

The deadline for the June/July issue of *The American Wanderer* is April 25, 2013. All articles, including *Tails on the Trails* and photographs should be emailed directly to Laurel Parrott, Editor [taw@bhi.com](mailto:taw@bhi.com) or mailed to: 3526 Humboldt Ave. N., Minneapolis, MN 55412. Be sure to include "TAW" in the subject line if emailing. Please keep all articles to no longer than 500 words.

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