INSTRUCTIONS (please read carefully)

At least two Executive Members (preferably the President and Treasurer, or equivalents) must sign this agreement on behalf of your Student Group.

By signing this form, you are acknowledging that you have read and that the members of your Student Group have agreed to follow the obligations set out in this form.

Ensure that both Executive Members read and sign/initial all indicated sections in the entire document before submitting it to Student Group Services.

Terms and Definitions:
- **Student Group:** The organization named on the first page of this document, in the "Student Group Name" field, and defined by the UASU's Bylaw 5600.
- **University of Alberta Students' Union (UASU):** the governance and advocacy body for undergraduate students at the University of Alberta
- **University of Alberta (UAlberta, University, DoS):** the Governors of the University of Alberta, the UAlberta Dean of Students' Office, and any other departments of the University.

Student Group Name (no acronyms, nicknames, or abbreviations):

_____

Name of Executive Member 1 (printed): _____

Signature of Executive Member 1: _____

Title of Executive Member 1: _____

Name of Executive Member 2 (printed): _____

Signature of Executive Member 2: _____

Title of Executive Member 2: _____

SECTION 1: Liability Statements and Release
THE STUDENT GROUP…
... agrees to indemnify and hold all officers, directors, employees, volunteers, members, and representatives of the UASU harmless from any and all claims, demands, actions, and costs which might arise as a result of the activities of the Student Group which are not covered under the UASU's insurance programs.

... acknowledges that the information in our Student Group's registration submission is accurate and that we have read and understood the terms of registration for the current year.

… understands that our Student Group is fully responsible for damage to, or loss of, any UASU property, which might occur as a result of our Student Group's activities, the activities of our group members undertaken on behalf of our Student Group, or the activities of patrons or guests at our group's functions.

_____   _____
Exec 1 Initial   Exec 2 Initial

The acceptance of this Acknowledgement, Liability, & Indemnification Agreement ("this agreement") by the Student Group is a condition of recognition by the UASU. This agreement shall therefore terminate at the earlier of:

1. One year after this recognition of registration is approved by Student Group Services on behalf of the UASU, or
2. The revocation of recognition of the abovesigned Student Group by the UASU.

_____   _____
Exec 1 Initial   Exec 2 Initial

SECTION TWO: Training Requirements
Student Group Leader Orientation
I understand that my Student Group is required to complete each relevant component of Group Leader Orientation (GLO) including GLO: Essentials, GLO: Finances, and GLO: Skills.

_____   _____
Exec 1 Initial   Exec 2 Initial

Event Organizer Training
I understand that to hold an event with alcohol, two members of my group must serve as the Primary and Secondary Event Organizers and are required to have completed Event Organizer Training (EOT).
(*Event Organizer Training is valid for 2 years from the date of completion*)

_____   _____
Exec 1 Initial   Exec 2 Initial

SECTION THREE: Campus Policies

Students' Union Bylaws

We understand that my Student Group and its members are responsible for following the UASU Bylaws. We understand that student group responsibilities and rights are defined in Bylaw 5600 and related schedules. We understand the rights and responsibilities of our organization and of individuals as defined under that bylaw.

_____   _____
Exec 1 Initial   Exec 2 Initial

Student Groups Procedure

I understand that my Student Group is responsible for following the UAPPOL Student Groups Procedure. I understand the Student Group's recognition may be subject to suspension or revocation if we violate the Student Groups Procedure.

_____   _____
Exec 1 Initial   Exec 2 Initial

Code Of Student Behaviour (COSB)

I understand charges and sanctions can be issued against individual members within my Student Group if they violate the Code of Student Behaviour. Members of the Student Group who are not currently enrolled as students at the University of Alberta must also follow the Code of Student Behaviour. We accept that violations of the Code as part of their activities with the Student Group may result in consequences leveraged against the Student Group.

_____   _____
Exec 1 Initial   Exec 2 Initial

Trademarks & Licensing Policy

I understand that my Student Group cannot use the UASU's name or logo without first receiving permission to do so from the UASU.

_____   _____
Exec 1 Initial   Exec 2 Initial

SECTION FOUR: Student Group Events and Activities

Risk Management

I understand that my Student Group must follow appropriate and applicable risk management strategies when planning events.

_____   _____
Exec 1 Initial   Exec 2 Initial

Event Approval

I understand that my Student Group must submit all its events for review and receive approval from the University of Alberta Dean of Students Office before advertising or selling tickets for the event. Events are defined as activities that include, but are not limited to, alcohol, travel, physical activity and/or activities that may involve a level of risk, and/or activities a group advertises to its members and their guests. Group meetings are not considered events.

_____ _____
Exec 1 Initial   Exec 2 Initial

Booking Space

I understand that my Student Group can book space on campus in accordance with the UAPPOL Space Management Policy; and can book spaces in the Students' Union Building (SUB) in accordance with the UASU's applicable bylaws.

_____ _____
Exec 1 Initial   Exec 2 Initial

Alcohol Policy

I understand that if my Student Group holds an event where alcohol is present, we must follow the approval process outlined in the UAPPOL Alcohol Policy and related procedures. This includes, but is not limited to: attending Event Organizer Training, applying for and receiving permission to hold an event with alcohol **before** advertising or selling tickets for the event, and following all requirements outlined in the procedures.

_____ _____
Exec 1 Initial   Exec 2 Initial

I confirm that I have been informed that my Student Group is not permitted to organize the following types of events with alcohol: pub crawls, drink a small town dry or similar types of events, or the provision or sale of alcohol on buses.

_____ _____
Exec 1 Initial   Exec 2 Initial

Off-campus Activity & Travel Policy

I understand that my Student Group must comply with the UAPPOL Off-Campus Activity and Travel Policy and related Procedure and that my Student Group must apply for and receive permission for travel outside of the Edmonton area prior to advertising the event.

_____ _____
Exec 1 Initial   Exec 2 Initial

Gaming Events
I understand that my Student Group must receive permission in advance if my Student Group wishes to conduct a raffle, 50/50 draw or other activity that requires the issuance of a gaming license by the Alberta Gaming and Liquor Commission (AGLC).

_____ _____
Exec 1 Initial   Exec 2 Initial

SECTION FIVE: Miscellaneous
Collection Of Personal Information
I understand that my Student Group may only collect personal information from members that is necessary for the operation of the Student Group and its activities. Personal information includes home address, phone number, and email address, and other personal information defined in the Alberta Freedom of Information and Protection of Privacy (FOIPP) Act. Under no circumstance will my Student Group be permitted to collect student ID numbers, Social Insurance, Health Care, or Passport numbers, or other sensitive information without first consulting with UASU staff.

_____ _____
Exec 1 Initial   Exec 2 Initial

Contracts
I understand that my Student Group cannot enter into legally binding contracts in the name of, or on behalf of, the UASU and therefore must ensure that its members do not purport to enter into any such agreements.

_____ _____
Exec 1 Initial   Exec 2 Initial

Other Governing Documents
I understand that my Student Group must follow Students' Union Bylaw 5100 and Recreation Services' Sports Clubs Policy as applicable.

_____ _____
Exec 1 Initial   Exec 2 Initial