

SCOTTISH JU JITSU ASSOCIATION CHECKLIST

1. Have you completed and returned the SJJA. Application Form, along with the appropriate fee, to register your club?

If **Yes**, you will be sent a Club registration certificate.
If **No**, then please do so at your earliest opportunity.
2. Have you lodged a copy of your Club Constitution?

If you do not have one, contact the General Secretary.
If you do, but **HAVE NOT** yet sent it, then your application cannot be fully considered until it is lodged.
If **Yes**, and it is acceptable, then we will be in touch with you after the next meeting of the Board.
3. Have you lodged a copy of your syllabus or grading system?

If you do not have one, contact the National Coach.
If you do, but **HAVE NOT** yet sent it, then your application cannot be fully considered until it is lodged.
If **Yes**, do you wish it to be accredited by the Association?
Contact the National Coach for advice on this matter.
4. Have you licensed your club's Instructor or Coach?

If **No**, then it is vital to the success of your application that he/she is. Contact the Registrar for advice.
If **Yes**, then he/she will now be covered with insurance for Professional Indemnity (PI), 3rd Party Liability and member to member cover.
It may also be possible for him/her to join the Association corporate health scheme. Contact the General Secretary for information.
5. Have you licensed all your participating members?

If **No**, then it is vital to the success of your application. Contact the Registrar for advice.
If **Yes**, then each of your members will at least be in possession of a personalised licence, which offers 3rd Party Liability and member to member cover.