To All Member Clubs:

Synchro Swim Ontario has addressed the legal and procedural requirements of the new Anti-Spam Legislation that was presented by Steve Indig at our 2014 AGM and with many thanks to Ruth Belcher, Director/Secretary, SSO Board of Directors, who has researched and developed a policy and form, approved by Steve Indig, we now have a process that ALL member clubs can use to ensure compliance with this legislation.

Please find attached a new Agreement to Receive Electronic Communications clause that must be incorporated into registration material by all clubs for the 2014-15 season. Use of this clause provides clubs and Synchro Swim Ontario with consent to communicate electronically with swimmers and/or their parents indefinitely, consistent with requirements in Canada’s Anti-spam Legislation. Express consent, such as is provided here, never expires unless it is revoked, although individuals do have the right to withdraw their consent at any time. Please ensure that you provide Synchro Swim Ontario with the names of any participants that withdraw their consent to receive Electronic Communications. We also encourage you to keep a record of each consent that is obtained (paper or electronic) indefinitely.

For those clubs that have already published their registration material for the 2014-15 season, we would ask that you seek consent from all swimmers and/or their parents in a separate document that is provided in writing or electronically.  The relevant clause to be incorporated by each Member Club asap reads as follows:

**Agreement to Receive Electronic Communications**

**I, the participant and/or parent/guardian, agree to receive electronic communications from Synchro Swim Ontario and member clubs including the [insert club name]. Electronic communications include newsletters, promotions and program and event information that may contain information of a commercial nature. I understand that if I no longer wish to receive electronic communications from Synchro Swim Ontario or [insert club name], I can withdraw my consent at any time using the process set out in the Synchro Swim Ontario or [insert club name] Privacy Policy.**

**Signature of Participant Date**

**Signature of Parent/Guardian (if applicable) Date**