



# MEMBERSHIP SERVICES

## Key Items for the 2025-26 Season

### Online Registration

- Tryout/Evaluation Skates Online Registration – Opens April 2<sup>nd</sup>
- REP Online Registration – private store – Opens first day of Tryout/Evaluations
- Separate HL/LL Online Registration – can open anytime after March 1<sup>st</sup> but strongly suggests opening after Tryout/Evaluations are complete, except if your Association holds Tryout/Evaluations in the fall

### Player Registration

- Players will be eligible to register for as many Tryout/Evaluation skates as they would like as long as they live within the OHF.
- Once a player registers with an Association they are to stop attending other Tryout/Evaluations they may have registered with.
- When a player registers with an Association, that has made them an offer, they are accepting the offer made by the Association.
- If you allow a player attend Tryout/Evaluation skates with your Association after the player has accepted an offer with another Association, this will be considered Tampering. Once a player has accepted an offer with another Association you will no longer have access to that player on HCR. If in doubt, please contact Regional Director or Membership Services and we can look up the player for you.
- There should be no reason to transfer a player who is registering with your Association. Whether they have accepted an offer to join a REP team or for House League or Local League. The only Player transfer will be for those coming from outside the OHF

### Bench Staff Registration

- Each Association should setup a Bench Staff registration where the Bench Staff can go to sign off on Waivers
- For those Bench Staff who will be on REP Benches, they must sign the Team Official Commitment Letter. These must be uploaded under Documents to their HCR profile
- For those Bench Staff who will require a transfer the Team Official Commitment Letter and a Release Letter (if applicable) must be uploaded in the transfer. Remember a Release Letter is required for any Bench Staff that was on a REP Bench with the same birth year the previous season. Example – Trainer in Association “A” at U12 AA (2013) is now on the bench in Association “B” at any representative category in U13 (2013) that Trainer requires a Release Letter.

## **Team Registration**

- Membership Services sends a Team Request form to each Association with approved REP teams already completed
- Associations complete their request for House League and Local League teams and return to Membership Services for confirmation
- Associations will receive a bill with the amount owing to be paid by June 1<sup>st</sup>. If not paid by June 1<sup>st</sup> a \$10 per team late fee will be applied effective June 2<sup>nd</sup>.

## **Team Rostering**

- Associations can start rostering their teams as soon as you are ready and your teams have been made available to you in HCR.

## **Bench Staff – Volunteers – Vulnerable Sector Check (VSC)**

- Everyone who is involved from Bench Staff to Volunteers requires a signed Declaration and Valid VSC.
- Anyone helping with Tryouts/Evaluation Skates **MUST** have been approved on a roster in the 2024-25 season or has submitted their documents to the OHF through their portal and have it marked Completed on their HCR profile before being allowed to participate.

## **Players wanting to attend Tryouts/Evaluations from outside the OHF**

- Any player moving in from outside the OHF whether it be from HEO, HNO another province or another Country will require a Permission to Tryout.
- Please have the family contact Virginia Jacobsen at [virginia.jacobsen@omha.net](mailto:virginia.jacobsen@omha.net)

If you have any questions regarding any of the above, please contact Virginia Jacobsen at [virginia.jacobsen@omha.net](mailto:virginia.jacobsen@omha.net)