Please have your President and Treasurer sign this agreement on behalf of your Student Group. By signing this form, you are acknowledging that you have read and that your Student Group has agreed to follow the guidelines set out by the University, including but not limited to the UAPPOL Student Group Procedure, in exchange for receiving the benefits offered to you as a registered Student Group. Individual members of your Student Group are subject to the provisions of the Code of Student Behaviour. If at any point your group does not follow the guidelines, Student Group Services, in cooperation with the Office of the Dean of Students, reserves the right to revoke or suspend recognition of your group. Ensure that both the President and Treasurer read and sign or initial this entire document before submitting it to Student Group Services.

The undersigned Student Group agrees to indemnify and hold harmless the Governors of the University of Alberta and the University of Alberta Students’ Union or Graduate Students’ Association, their officers, directors, employees, volunteers, members, and representatives (hereafter referred to as “the University”) 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 University’s insurance program.

We acknowledge 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. We agree to uphold the provisions if this Agreement for the duration of our term, up to one calendar year from the date signed.

We understand that our Student Group is fully responsible for damage to, or loss of, any University 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.

We further understand that our Student Group is bound by the provisions of the UAPPOL Student Group Procedure and our members are bound by the provisions of the Code of Student Behaviour, whichever Operating Policies at the University apply to Student Groups, by the Students’ Union Bylaw 5600 and 8100 series (if registered with the Students’ Union or a Student Representative Association), and/or by the Graduate Students’ Association’s Governing Documents concerning graduate Student Groups (if registered with the Graduate Students’ Association).

The acceptance of this Acknowledgement, Liability, & Indemnification Agreement (this “Agreement”) by the undersigned Student Group is a condition of recognition by the University of the undersigned as a Student Group for the current academic year of the University. This agreement shall therefore terminate at the earlier of:

1. One year after this recognition of registration, or
2. The revocation of recognition of the undersigned Student group as a registered Student Group.

This Agreement and the list of acknowledgements set out below hereof, have been respectively signed and initialed by the undersigned individuals in their representative capacities as officers of the undersigned Student Group on behalf of said Student Group, and not in their individual or personal capacities. This Agreement, together with the list of acknowledgements set out below, is an acknowledgment of certain duties undertaken by the Student Group corporately as a whole, and nothing more. This Agreement is not intended to impose any personal duties or personal liability whatsoever upon the undersigned officers, or any member of the said Student Group, or any other person.

Student Group Name: ____________________________________________

President (or equivalent): _________________________________________

Signature: ______________________________________________________ Date: ______________________

Treasurer (or equivalent): _________________________________________

Signature: ______________________________________________________ Date: ______________________

FOR OFFICE USE ONLY:

Date Received: DD/MM/YY SLC Staff Initials: ______________________
STUDENT GROUPS PROCEDURE
I understand that my Student Group is responsible for following the Student Groups Procedure. I understand my Student Group’s recognition may be subject to suspension or revocation if we violate the Student Group Procedure.

Treasurer  President

CODE OF STUDENT BEHAVIOUR
I understand charges and sanctions can be issued against individual members within my Student Group if they violate the Code of Student Behaviour.

Treasurer  President

EVENT APPROVAL
I understand that my Student Group must submit all its events for review and receive approval 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.

Treasurer  President

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. (*Event Organizer Training is valid for 2 years*)

Treasurer  President

STUDENT GROUP LEADER ORIENTATION
I understand that my Student Group is required to complete each relevant component of Group Leader Orientation (Previously called Executive Training) including GLO: Essentials, GLO: Skills and GLO: Finances.

Treasurer  President

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 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.

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.

Treasurer  President

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.

Treasurer  President

TRADEMARKS & LICENSING POLICY
I understand that my Student Group cannot use the University name or logo without first receiving permission to do so.

Treasurer  President

BOOKING SPACE
I understand that my Student Group can book space on campus in accordance with the Space Management Policy.

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

Treasurer	President

COLLECTION OF PERSONAL INFORMATION
I understand that my Student Group may only collect the 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 Act, and that 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.

Treasurer	President

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

Treasurer	President

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).

Treasurer	President

OTHER GOVERNING DOCUMENTS
I understand that my Student Group must follow Students’ Union Bylaw 5600, GSA Governing Documents, and Recreation Services’ Sports Clubs Policy as applicable.

Treasurer	President