

CONSTITUTION
OF THE PAN AMERICAN
RACQUETBALL CONFEDERATION

[Adopted 2008]

ARTICLE I

A. Section 1 – Name

The name of this organization shall be the Pan American Racquetball Confederation.

A. Section 2 – Definition

This Federation is a membership Federation and shall have no capital stock. This Federation is one which does not contemplate pecuniary gain of profit to any member, officer or director and no part of the earnings of this Federation, if there be any earnings, or the assets of this Federation, shall inure to the benefit of any member, officer, or director thereof. The property of the Federation is irrevocably dedicated to athletic, charitable, health, and educational purposes. Furthermore, in the event of the dissolution or liquidation of this Federation, any and all surplus, capital and assets shall be distributed to one or more 501-c-3 corporations, funds, foundations or federations selected and chosen by the Board of Directors of this Federation and conducted solely and exclusively for religious, athletic, health, charitable, or scientific purposes, no part of the net earnings of which inures to the benefit of any person, members, officer, or director and no substantial part of the activities of which is carrying on propaganda or otherwise attempting to influence legislation.

Section 3 – recognition by the I.R.F.

The Pan American Racquetball Confederation is recognized by the International Racquetball Federation (I.R.F.)

- A. The P.A.R.C. accepts and recognizes the statutes and aims of the International Racquetball Federation (I.R.F.) and Pan American Sports Organization (P.A.S.O.) The general and fundamental principles of the P.A.R.C. charter are applicable and no provision of this Constitution shall be deemed to conflict with or derogate from these principles.

Section 4 – Other Affiliations

Membership of the P.A.R.C. in any other federation must be approved by the Congress. Members of P.A.R.C., Central American, Central American Caribbean Confederation, South American Confederation, ACODEPA, and I.R.F. are recognized Federations.

ARTICLE II

Section 1 – Purpose of the Pan American Racquetball Confederation

This is a non-profit organization for educational purposes designed to foster the development of the sport of racquetball throughout the Americas. The confederation offers institutes and individuals who desire to join in membership for the advancement of racquetball, an opportunity to participate and contribute to that growth. These purposes are fulfilled through the aims and objectives.

Section 2 – Aims and Objectives

- A. To perpetuate, improve, and extend the sport of racquetball throughout the Americas.
- B. To stimulate the interest of people in healthy sport participation through racquetball.
- C. To supervise and administer a continuing racquetball program for all age groups for the purpose of stimulating interest and developing athletes through careful preparation and planning, utilizing existing facilities, resources, and coaching.
- D. To unify and coordinate, the efforts of all agencies interested in promoting racquetball, and permit all interested parties to have a voice in the development of the sport in the entire Americas.
- E. To create and maintain research projects that will benefit all parties interested in racquetball.
- F. To provide a clearinghouse for the distribution of coaching aids, literature, films, research materials, and rules collected from sources throughout the Americas.
- G. To establish an effective means of communication for the transmission of useful ideas whereby coaches and athletes will be informed of the latest developments and techniques in racquetball.
- H. To give prompt attention and consideration to valid suggestions on how to improve the conduct of administration in racquetball throughout the Americas.
- I. To establish a continental series of racquetball clinics.
- J. To maintain records and disseminate information pertaining to all phases of racquetball.
- K. To train and certify competent racquetball officials
- L. To raise money and finance improvement in the sport of racquetball.
- M. To operate exclusively for educational and charitable purposes.

N. Support the goals and policies of WADA

O. To promote the development of men and women's racquetball equally in this hemisphere.

Section 3 – Neutrality

The P.A.R.C. observes strict neutrality on political, social and religious grounds. No discrimination is permitted against any affiliated National Federation or any association, club, or sportsman on political, sex, racial, or religious grounds.

Section 4 – Headquarters

The Headquarters of the P.A.R.C. is located in Colorado Springs, Colorado, U.S.A.

Section 5 – Languages

All meetings shall be conducted in English and Spanish, but any delegate who has difficulties in expressing his views in English or Spanish will have the right to do so in his own language, provided he has an interpreter. Every national federation has the right to correspond in English or Spanish with the P.A.R.C. Statutes, By-Laws, Regulations and all other important documents, such as minutes of the Congress, playing rules, and so on, will be published in English and Spanish.

Section 6 – Composition of the pan American Racquetball Confederation

The P.A.R.C. is composed of full and provisional members being National Racquetball Federations.

Section 7 – Honorary – Presidents and Honorary – Members

Upon recommendation of the Executive Committee, persons who have rendered exceptional services to the Pan American Racquetball Confederation or who in general have given exceptional services to racquetball may be elected Honorary President or Honorary Member by the Congress. The Honorary President has the same rights as an Executive Committee Member but without voting rights.

Section 8 – Mutual Recognition of Federations

The National Associations affiliated to the P.A.R.C. recognize each other as being solely empowered to control racquetball in their respective countries; therefore, they undertake that neither they nor any of their members will in any way have relations with non-associated bodies or one of their members, except as may be permitted by Statutes and By-Laws or with special permission of the P.A.R.C. President for limited time periods.

ARTICLE III

Section 1 – Membership

A. Membership in the Pan American Racquetball Confederation

1. Affiliation and duties

For any member of the P.A.R.C., the following conditions must be fulfilled:

FULL MEMBERSHIP

- a. To be the racquetball federation of a sovereign state (nation).
- b. To control P.A.R.C. racquetball in the country.
- c. To abide by the Statutes and By-Laws of the P.A.R.C.
- d. To furnish the P.A.R.C. with their Statutes.
- e. Voting power at the Congress plus participation at Tournament of the Americas and Regional Championships, and Pan American Games.
- f. To pay yearly membership dues as determined by the Congress.
- g. Must be a full member of the I.R.F. and in good standing.
- h. Must make every effort to have the recognized Federation recognized by their national Olympic Committee.

PROVISIONAL AFFILIATION

- a. Affiliation open to those countries that are limited in development of racquetball.
- b. Must be making efforts towards full membership on an ongoing basis.
- c. Have designated a National Headquarters in their country.
- d. Have passport carrying Nationals who compete periodically in racquetball

Section 2 – Resignation

Resignation may be accepted by the Congress upon written request and after having fulfilled all the fiscal obligations towards the Pan American Racquetball Confederation or any of its membership federations. The request must be handed in at least six weeks before the end of the fiscal year, otherwise, the national federation remains a member for the following year with all financial duties.

Section 3 – Suspension of Membership Rights

A national federation who or whose clubs, members, and officials have repeatedly failed in its responsibilities towards the P.A.R.C. after written warning, or has acted contrary to the Statutes, By-Laws, Regulations or decisions of the bodies of the P.A.R.C. can be suspended by the Executive Committee. The affiliated national Federations will be informed about such suspension which will be submitted to the next Congress of confirmation.

Section 4 – Expulsion

Any affiliated national federation can be expelled from the Pan American Racquetball Confederation if it:

- A. Brings disrepute to the P.A.R.C. or to racquetball in its own country.
- B. Seriously violates the Statutes, By-Laws, Regulations or Congress decisions.
- C. Does not pay the subscriptions and fees owed to the P.A.R.C. after due notice has been given.
- D. Does not control P.A.R.C. racquetball in its country.
The decision is final.

Section 5 – Dissolution

The dissolution of the Pan American Racquetball Confederation shall only be effected by an Extra-Ordinary Congress called especially for this purpose. The Extra-Ordinary Congress decides about the disposal of the funds of the Pan American Racquetball Confederation for public sports utilities. The Executive Committee will fulfill the duties of liquidation as per the PARC constitution.

Section 6 – Termination of Rights and Duties of Members

All rights and duties pertaining to membership cease with resignation or expulsion. An expelled or resigned federation cannot put forward any claims to the assets of the Pan American Racquetball Confederation.

Section 7 – Responsibilities

The financial commitments of the Pan American Racquetball Confederation are limited to its assets.

Section 8 – Fiscal Year

The fiscal year of the Pan American Racquetball Confederation starts on January 1 and ends on December 31 of the same year.

Section 9 – Deadline

For the observance of the established dates in the Statutes, By-Laws, and Regulations, the “date stamp” is decisive.

Section 10 – Arbitration of Disagreements within a Member Federation

In event of disagreements, the National Federation concerned must seek their own settlements. If no such settlement is possible, then the matter must be submitted for decision to the Executive Committee to be ratified by Congress at the next regularly scheduled Congress Meeting.

Section 11 – Constitutional By-Laws

- A. By-laws and Regulations are additional prescriptions to the Statutes.
- B. For modifications of the Statutes, a qualified (66 1/3%) majority is necessary.
- C. For modifications of the By-Laws, a simple (50% + one) majority is sufficient.
- D. Statutes and By-Laws may be changed or amended by General Congress only.
- E. Regulations may be changed or amended by General or Annual Congress every year, simple majority is sufficient.
- F. Each full member has one vote.
- G. Provisional members have no vote. Provisional members may be represented at the Congress, but they will have no vote. Right of speaking after approval of President.

ARTICLE IV

Section 1 – Administration of the Pan American Racquetball Confederation

Congresses and Committees of the P.A.R.C. are:

- A. Legislative bodies:
 - 1. P.A.R.C. Congress
 - 2. Extra-Ordinary Congress
- B. Executive jurislative bodies:
 - 1. Executive Committee
 - 2. Committees
- C. Control Committee:
 - 1. Auditors

Section 2 – Sections of the P.A.R.C

Duties for sports and rule, referees, coaches, disciplinary, and junior matters are carried out by permanent appointed committees and technical committee. Each committee will be under the chairmanship of an Executive Committee Member appointed by the Executive Committee. The committees will consist of the chairman and three members. The three members will be proposed by the chairman and approved by the Executive Committee.

Section 3 – Officials of the Pan American Racquetball Confederation

The official of the Pan American Racquetball Confederation are classified according to their responsibilities and authority:

- A. Executive Committee Members

- B. Committee members
- C. Other temporary officials of the P.A.R.C.
- D. The Executive Committee will be elected by the P.A.R.C. Congress. The PARC President appoints the committee members. Temporary P.A.R.C. officials are appointed by the President, with all appointments confirmed by the Executive Committee.

A. LEGISLATIVE BODIES

Section 1 – Meetings of the Legislative Bodies

The legislative bodies of the P.A.R.C. meet as follows:

- A. P.A.R.C. Congress: Every year in conjunction with the Pan American Racquetball Championships, Tournament of the Americas or the Pan Am Games.
- B. Extra-Ordinary Congress: According to articles 26 and 38 will be called within three months after the request for such meeting.

Section 2 – Notice of Meetings

Notice of all regular Congresses will be given by the P.A.R.C. office not later than (3) months before such Congress together with the agenda. Relevant documents will be sent out at least (2) months before the Congress. However, for an Extra-Ordinary Congress, a notice must be given not later than six weeks before the meeting to all affiliated national federations. The Congresses are organized by the P.A.R.C. office in cooperation with the national federation of the country in which the meeting takes place.

Section 3 – Proposals

All full member federations in good standing and the Executive Committee Members have the right to present proposals. Only written proposals that have been sent to the P.A.R.C. office not later than six weeks before the meeting, or emailed (postage or timestamp is sufficient) can be accepted and are subject to the following extra conditions.

- A. Formal proposals on modifications of the Statutes and By-Laws of the P.A.R.C. can only be submitted at the Congress.
- B. Proposals for changing the playing rules shall be submitted first to the Technical Committee and then to the Executive Committee preceding the P.A.R.C. Congress.
- C. Proposals on modification of the Regulations shall be submitted to the PARC Technical Committee and then to the PARC Executive Committee, and then to the P.A.R.C. Congress or to any Annual Congress.

- D. In the case of a formal proposal on the dissolution of the P.A.R.C. within the fixed term, an Extra-Ordinary Congress shall be called.
- E. The reasons for proposed changes must accompany any proposal presented for consideration.

Section 4 – Delegates

Any affiliated national federation may be represented by a maximum of one delegate, who must be a member of that national federation (if the delegate does not speak English or Spanish, the delegation is entitled to bring one interpreter at their own expense.) The national federation may nominate a second delegate (reserve) who can replace the delegate. Only two delegates are entitled to attend the Congress. Names of the delegate and the reserve must be given to the Secretary before the opening of the Congress. The first delegate to vote shall be marked. Only the alternate delegate can replace him. Any change must be submitted to the Secretary. Controversies will be settled by the Congress.

Section 5 – Voting Rights

Only full member federations have voting rights at the Congresses. For the elections of the Executive Committee, the members of the Executive Committee have no vote. The President of the P.A.R.C. or his substitute has the right of the casting vote. Honorary Life Members may speak, but have no vote. The voting is executed by P.A.R.C. voting cards distributed by authorized officials.

Section 6 – Voting

For voting in the Congress, a simple majority of the votes cast, for or against, is required for the adopting of a proposal. In case of a tie, President votes. No proxies shall be allowed. No national federation is obliged to vote and any abstentions are not counted and will be considered as absentees. When various proposals about the same matter are to be decided and none get the required majority, a second vote will take place in which the relevant majority decides. By voting for the elections of the Executive Committee, Article 7B is valid. Voting is open ballot unless a secret ballot is requested by one delegate who is entitled to vote. No vote shall be valid unless a quorum representing 50 percent of the votes is present for such a vote.

Section 7 – Elections

A. The elections of the President, Executive Vice President, Vice Presidents (North America, South America, Central America Caribbean, (2) Women's Development), Secretary and Treasurer shall occur as part of the P.A.R.C. Congress held in conjunction of the same year as the Summer Olympics and the Quadrennial of the I.O.C. Vacancies occurring between P.A.R.C. Congresses will be filled in accordance with the following procedure: At least 50 percent of the Executive Committee must be active racquetball players. The President of the P.A.R.C. may appoint a successor from that area of the Americas now vacant to fulfill the term of the resigned Vice President. All appointments are subject to approval by the Executive Committee. A

candidate for office as Officer or Executive Committee Member may be nominated only by a full member federation. The candidate must be accepted by his national federation. The simple majority of all votes (50% + one) present decides at the first ballot. If a second ballot is necessary, the candidate with the lowest number of votes will drop out until there are only two candidates left and from then on, the simple majority will decide.

B. If a member of the Executive Committee loses the support of their National Federation – If an elected member or chairperson of a commission or committee loses the support of their National federation they must have the support of 2/3rds of the PARC Ex Committee to remain in office.

C. If that member wants to run in the general election they must have written approval from their National Federation recognized by PARC in order to run for office as other candidates are required.

Section 8 – Qualified Majority

For the following decisions, a two thirds majority of the votes of all Federations taking part in the relevant Congress is required:

- A. Modification of the Statutes,
- B. Adoption of new member federations, based on Executive Committee approval and the Congress accepting.
- C. Nomination of Honorary Presidents and Honorary Members,
- D. Removal of any, various or all members of the Executive committee or other bodies of the Pan American Racquetball Confederation, before the end of their term,
- E. Expulsion of a national members federation,
- F. Dissolution of the P.A.R.C., provided the necessary resolution, is only possible by 4/5 majority of all member votes.

Section 9 – Minutes

The minutes of the previous meeting, which shall have been circulated, shall be taken as read and no motion or discussion shall be allowed on the minutes except in regard to their accuracy. After the confirmation of the minutes, they shall be signed by the President and Secretary and the members of the P.A.R.C. shall be at liberty to ask any questions in regard to matters arising out of them. Such questions shall be allowed for purposes of information only, and no debate on the policy outlined in the minutes shall take place.

P.A.R.C. CONGRESS

Section 10 – Agenda

The agenda of the P.A.R.C. Congress is as follows:

- A. a. Notice of meeting

- b. Adoption of Agenda
- B. Appointment of minutes keepers and scrutineers
- C. Minutes of last Congress
- D. a. Report of the President
 - b. Report of the Secretary
- E. Admission of new member federations and expulsions
- F. Modifications to the Statutes
- G. Modifications to the By-Laws
- H. Modifications to the Regulations
- I. General proposals
- J. Finances
- K. Elections
- L. Honors
 - 1. President
 - 2. Vice Presidents
 - 3. Executive Committee Members
 - 4. Secretary General
 - 5. Treasurer
 - 6. Auditors
- M. Any other business

EXTRA-ORDINARY CONGRESS

Section 11 – Notice and Agenda

An Extra-Ordinary Congress has to be called upon request of one third of the full member federations in good standing. Only the requested items appear on the agenda of the Extra-Ordinary Congress.

B. EXECUTIVE JURISLATIVE BODIES

Executive Committee

Section 1 – Composition and Principals

The general management of the P.A.R.C. under the control of the Congress is in the hands of the Executive Committee for a four year term, and it consists of:

- A. President
- B. Executive Vice President
- C. Secretary
- D. Treasurer
- E. (1) North America; (3) South America; (3) Central America/Caribbean; (2) Women for Women’s Development, Elite Athlete

Executive Committee Members must be non-paid volunteers.

When a member of the Executive Committee resigns before the end of his term, the President elects a substitute member subject to Executive Committee's approval. In urgent cases, the Executive Committee has the authority to appoint a substitute member till the next Congress. The Executive Committee can take decisions when more than half of its members are present. In case of urgency, decisions of the Executive Committee can be taken by telephone, mail, or email. In the event of an equality of votes, the President has the casting vote. The Executive Committee will assemble when the President deems it necessary or upon request of three members. The Executive Committee shall assemble usually during Congresses. In urgent cases, it meets also at other times. All members of the Executive Committee shall defend the general interests of P.A.R.C. and the decisions of the Executive Committee. The President, ten Vice-Presidents, General Secretary, Treasurer, Elite athlete, the Executive Vice-President from the executive committee which, in urgent cases, has the right to make decisions for ratification by Congress at the next P.A.R.C. Congress.

Section 2 – Decisions by Executive Committee in Case of Urgency

In case of urgency, the Executive Committee may take decisions which are under the authority of Congress, subject to adoption by Congress afterwards. Decisions of the Executive Committee are made by a majority of the members present at the meeting provided a quorum exists, and may be conducted by phone, mail or email.

Section 3 – Representation to the Outside

The President or his substitute represents the P.A.R.C on all external matters. The signature authority regarding financial matters is fixed in the Financial By-Law. The signature authority of the P.A.R.C. is settled by the By-Laws.

Section 4 – Committees

The Executive Committee may assign the duties of the Pan American Racquetball Confederation into different committees. The chairman of a committee can be replaced by another Executive Committee member when at the time they are absent. The details are settled in the By-Laws.

Section 5 – Decisions of the Committees

The committees can make decisions when more than half of the total number of members are present. The committees of the Pan American Racquetball Confederation decide by a simple majority. Financial adjustments by the committees within their budget must be approved by the President in consultation with the Secretary General and the Treasurer. In case of urgency, decisions of the committees can be taken by way of a conference call by telephone or by mail. No committee member has more than his vote. In the case of equality, the chairman will have the casting vote. All decisions of all committees must be ratified by the PARC Executive Committee.

Section 6 – Financial Regulations

- A. The Treasurer establishes annually a budget that observes the total probable income and expenditure of the Pan American Racquetball Confederation.
- B. After adoption of the budget by the Executive Committee and the Congress, the Executive Committee can work within this frame.
- C. Shifting within this budget is allowed with the permission of the President in consultation with the Executive Committee.
- D. Signatures competencies in financial matters are covered in Financial By-Laws.
- E. All finances of the Pan American Racquetball Confederation go via the bank accounts or account of the P.A.R.C. and are subject to the same regulations as decided by the Executive Committee.
- F. The annual Accounts together with the report of the auditors will be reported to the Congress for approval.
- G. All further details will be covered by the Financial By-Laws.

Section 7 – Duties of the Executive Committee

The Executive Committee has to meet in particular the following obligations.

- A. Observance of Statutes and By-Laws
- B. Execution of decisions of the Congress
- C. Ratification urgent decisions of the office of the executive board
- D. Resolution of Regulations and stipulations
- E. Executions of decisions of disciplinary measures
- F. Urgent decisions (to be adopted by Congress afterwards)
- G. Pre-discussion of matters for Congress
- H. Elaboration of proposals
- I. Suspension of membership rights
- J. Nomination of committee members
- K. Preparation of budget and control of finances
- L. Decisions of financial nature out of budget
- M. Agreements (TV, radio, advertising, etc.)
- N. Negotiations with I.R.F., other Sports Federations and groups
- O. Controller of all Championships of the P.A.R.C.

Section 8 – General Duties

All duties and matters of international aspects that are not especially outlined in the Statutes and By-Laws are under the authority of the Executive Committee.

Section 9 – Disciplinary Authorities of the Executive Committee

The Executive Committee has the duty to settle conflicts for which it is competent according to the Statutes and By-Laws of the Pan American Racquetball Confederation.

Section 10 – P.A.R.C. Office

The location of the P.A.R.C. office shall be the site of the IRF World Headquarters in Colorado Springs, Colorado, USA.

The Executive Committee may hire a P.A.R.C. Staff. They shall attend all Executive Committee and Congress Meetings. Additional office staff will be hired at the discretion of the Executive Committee. Salaries shall be set by the Executive Committee.

Section 11 – Permanent and Temporary Committees

The Executive Committee is entitled to appoint permanent and temporary committees as occasion demands.

C. CONTROL COMMITTEE

Section 1 – Auditors

The Executive Committee shall hire Auditors for four years. The Auditors will examine the treasury of the Pan American Racquetball Confederation and the accounts of the past financial year and present annually a written report and discharge proposal to the Congress.

E. ARBITRATION

Members of P.A.R.C. shall not be permitted to bring before the Court of Justice disputes with the P.A.R.C., and membership of the P.A.R.C. shall involve members in renouncing the right to take a dispute to court. Any dispute shall be referred to an Arbitration Tribunal appointed by mutual agreement.

F. DISCIPLINE

The P.A.R.C. Executive Committee shall have the authority to take disciplinary action against any Pan American Racquetball Confederation member or individual for conduct which the P.A.R.C. considers to be prejudicial to the interests of the P.A.R.C.

ANNEX

EXPLANATION

Simple Majority

By “simple majority” is understood a majority of at least one vote more than 50 per cent of the votes. The abstentions are not counted and will be considered as absentees. The same applies to a ballot that is invalid or blank.

Qualified Majority

By “qualified majority” is understood a majority that differs from a simple, statutorily laid down, majority. The qualified majority is two thirds majority of the votes cast.

RELATIVE MAJORITY

The “relative majority”, however, is smaller than the simple majority. The relative majority is often practiced at Executive Committee elections, e.g. by the following regulation: the candidate who polls most votes is elected. However, in case this candidate declines the nomination, the candidate who achieves the second most votes is not automatically elected, but the voting is repeated.

BY-LAWS

Section 1- Meetings

The meetings of the P.A.R.C. bodies are conducted by the President of the Pan American Racquetball Confederation respectively by the competent Executive Committee Member. Minutes containing all decisions taken will be recorded for every meeting and sent within 30 days to all Executive Committee Members and other committee members concerned.

Section 2 – Duties and Responsibilities of the President

The President of the Pan American Racquetball Confederation has the following duties and responsibilities:

- A. He/she looks after the execution of the decisions in accordance with the Statutes, By-Laws, and Regulations as well as the execution of the decisions of the Congresses and of the Executive Committee.
- B. He/she represents the Pan American Racquetball Confederation towards the outside.
- C. The President or a substitute has the right to sign on behalf of the P.A.R.C. in all matters, which have been approved by the Executive Committee, nevertheless, he cannot sign contracts exceeding the period for which he/she has been elected.
- D. Member of all committees.

Section 3 – Duties and Responsibilities of the Executive Vice President

The Executive Vice President can replace in absence the President of the Pan American Racquetball Confederation and execute the affairs delegated to them by the President or the Executive Committee.

Section 4 – Treasury

The Treasurer of the Pan American Racquetball Confederation is keeping the accounts.

Section 5 – Duties and Responsibilities of Committees

Members of the Executive Committee conduct the committees assigned to them according to these By-Laws. The committees' chairmen must control their financial matters within the framework of the approved budget. For reallocation inside the budget and other financial changes, they must consult the Executive Committee or the President. Each committee chairman will give the Annual Congress a short report on his activities.

Section 6 – Exchange of Correspondence

These By-Laws apply to all continental competition and the participating players.

STATUS OF PLAYERS, TRANSFERS, AND QUALIFICATION

A. Status of Players

Section 1 – Application

These By-Laws apply to all continental competition and the participating players.

Section 2- Licenses

All players and officials who participate in continental competition, must be licensed by their national federation.

Section 3 – Competitions of the Pan American Racquetball Confederation

All competitions organized by the Pan American Racquetball Confederation such as:

- A. Continental and Regional Championships, PASO tournaments
- B. Junior Continental and Regional Championships
- C. Tournament of the Americas, Pan American Championships
- D. Continental Club Cups, South America, Central America - Caribbean
- E. Other events of the P.A.R.C. are considered to be “competitions of the Pan American Racquetball Confederation. All players, coaches, referees, and officials that participate in these games are under the jurisdiction of the P.A.R.C.
- F. IOC AND PASO APPROVED EVENTS

Section 4 – Qualification as Participant in the P.A.R.C. Championships

Only players meeting the following qualification requirements can participate in the Championships of the Pan American Racquetball Confederation.

- A. Each player participating in a P.A.R.C. Championships must be under the jurisdiction of a national federation affiliated to the P.A.R.C.
- B. To be eligible for participation in a P.A.R.C. competition, each player must prove he is a citizen of the country he represents by producing a valid his/her passport from that country or show proof of eligibility according to their Olympic Committee, or a government sports authority.
- C. Each player participating must produce an approved eligibility status I.D. of his/her country, under the eligibility rules as governed by the P.A.R.C.

Section 5 – P.A.S.O. Eligibility

For P.A.S.O. Games, the eligibility of players must be as permitted by P.A.S.O. and according to P.A.S.O. rules.

B. Continental transfers

Section 6 – Transfer Cards

Continental transfer may be limited as to duration and as to federation.

Section 8 – Refusal of Continental Transfers

Should a national federation refuse to give a player the continental transfer, the player concerned shall have the right to appeal to the Executive Committee with supporting reasons and all evidence. The Executive Committee will investigate the appeal and give final decision.

Section 9 – Transfer Without a Transfer Card

Any player moving from one federation to another for any reason without a continental transfer card will have to establish 18 months permanent residence in the country of his new federation before being permitted to play. After this period of time, his new national federation may apply to the P.A.R.C. for a new player's license. The P.A.R.C. will inform the old federation about the decision.

Section 10 – Offenses Against the Transfer Rules

In the case of a player playing under an invalid transfer card or without a transfer card, the national federation concerned shall be penalized and the player suspended.

CONTINENTAL REGULATIONS

Section 1 – Permission for Continental Competition

All continental competitions between P.A.R.C. member federations need permission of the national federations involved.

Section 2 – Referees Continental Games

Continental competition must be officiated by referees and linesmen holding the P.A.R.C. license whose participation is agreed to by his national federation. Referees and linesmen for competitions in the P.A.R.C. Championships must be from other countries than those playing the games.

Section 3 – P.A.R.C. Tournament Reports

Reports of all P.A.R.C. recognized tournaments/games must be distributed as follows:

- A. Organizer
- B. P.A.R.C. Office
- C. Participating federations

Section 4 – Games with Non-Affiliated Players

No continental games involving players of unaffiliated organizations may be played without the approval of the federation where the games will be played and the P.A.R.C. President.

Section 5 – Description of Selected Teams

The name “Continental” team, “P.A.R.C.” team, or “Regional” team is the exclusive right of the Pan American Racquetball Confederation. No national federation or club of such federation can have a team play under this name. The descriptions “National” team, “National Junior” team, “National Selection” team, etc., are the exclusive right of the national federations. The description “Continental All-Star” team can only be used after previous authorization by the President of the Pan American Racquetball Confederation.

Section 6 – Names of Continental Tournaments and Cups

Tournament and Cups with names of geographical areas exceeding territory of a national federation (such as World Cup, European Cup, World Tournament, Continental Tournament, etc.) may be permitted by the P.A.R.C. only.

Section 7 – Organization of International Matches

Only the national federations or clubs with their approval are authorized to organize international games and tournaments.

FINANCIAL RULES General Financial Regulations

Section 1 – Administration

The P.A.R.C. Treasurer administers the financial matters according to the Statutes.

Section 2 – Currency

In all financial matters of the Pan American Racquetball Confederation, the U.S. Dollar serves as official basic currency for all calculations.

Section 3 – Signature Competence

- A. The President, Secretary and Treasurer have the right to distribute the P.A.R.C. money on the bank accounts according to the budget and decisions of the Executive Committee.
- B. The chairmen of the committees cannot sign in financial matters.
- C. Statements of all bank accounts must be sent immediately to the Treasurer.

Section 4 – Income of the pan American Racquetball Confederation

The income of the Pan American Racquetball Confederation consists of:

- A. Subscription fee of a new national affiliated federation as fixed by Congress
- B. The annual subscriptions of the national affiliated federations as fixed by Congress (due January 1 of the current season)
- C. P.A.R.C. Tournament
- D. TV rights of all P.A.R.C. Championships
- E. Revenue from the advertising rights of all P.A.R.C. Championships
- F. Revenue share of the Olympic Games or the Pan Am Games
- G. Proceeds from the P.A.R.C. assets
- H. Fines
- I. Proceeds from official publications
- J. Revenues from the license from emblems rights, advertising pool, etc.
- K. Incidental revenue
- L. Donations
- M. Sponsors

Section 5 – Investment of the Liquid Resources and of the Assets

The President and Secretary General are authorized to negotiate TV and advertising contracts for the P.A.R.C. championships. They can delegate this authorization to another person. The TV and advertising rights from national and international games belong to the organizing national federations, nevertheless, the national federation of the visiting team is the exclusive owner of the television rights from the games played by their national team abroad, but for their own territory.

- A. Conditions P.A.R.C. Championships

Section 6 – TV, Radio, and Advertising Rights

All the TV, radio, and advertising and licenses rights in and outside the organizing country of the P.A.R.C. Championships are the exclusive property of the P.A.R.C., all revenues from these rights go to the Pan American Racquetball Confederation in as far as no other regulations are established in these By-Laws. An exception may be granted the organizer for selling of souvenirs in his own country, upon an application to the P.A.R.C.

COMPETITION RULES

A. General Matters

Section 1 – Responsibilities of the Technical Committee

All P.A.R.C. competitions must be played according to the competition rules, which are controlled by the technical committee. The technical committee examines the rule matters in connection with P.A.R.C. activities in the playing season, and forwards the correspondence proposals to the Executive Committee. Special care and attention shall be given to P.A.R.C. official competitions.

Section 2 – Application range

These competition rules apply to all games, players, referees, and officials in all championships and tournaments of the Pan American Racquetball Confederation.

Section 3 – International Playing Rules

For all international competitions, the official P.A.R.C. playing rules shall be applied.

Section 4 – Tournament Format

The Pan American Championships format will be that format adopted by the P.A.R.C. Congress (see Appendix 1).

B. P.A.R.C. Championships

Section 5 – P.A.R.C. Championships System

The P.A.R.C. Championships of the P.A.R.C. are organized every year.

Section 6 – The Schedule of Games of the P.A.R.C. Championships

The organizing national federations prepare the game schedules for the various P.A.R.C. championships both senior and junior according to the P.A.R.C. regulations (the schedule configuration based on the placings from the previous championships). The organizers will propose the dates, places, and times of the games.

Section 7 – Nomination of Referees

The referees are under the direct supervision of the Head P.A.R.C. Technical Chairman appointed by the Executive Committee (see appendix 2).

Section 8 – Organization of the P.A.R.C. Championships-Directorates

Every P.A.R.C. championship is conducted by its directorate. The directorates shall be responsible for:

- A. the control with regard to the eligibility of the players
- B. organizing matters
- C. notification of referees and linesmen appointment
- D. disciplinary cases
- E. doping matters
- F. cups, medals, diplomas
- G. selection of the best players

Section 9 – Technical Committee

TECHNICAL COMMITTEE

1. Mandatory rules meeting for all players prior to the tournament
2. Shirt rule – all players must wear official team shirt and shorts
3. All players must be present for opening and closing ceremonies.
4. Draw sheets must be large, easily readable, and contain sponsors logo.
5. Local Organizing Committee (L.O.C.) must supply to each players; a sign with their name and country on it, with a method of attaching the size to the outside of the court, so that spectators know who is playing on the court. Players must put up the sign before playing. Failure to bring sign or uniform shirt will result in a penalty.
6. At least (2) scoreboards must be used on the championship court. More are desirable if possible.
7. Public Address (P.A.) system must be on all courts that are enclosed, and preferably on all courts. Championships courts must be wired to include sound from inside courts to spectators as well as the referee's calls.
8. There must be a P.A. system for the floor Manager to communicate with the players.
9. All officials must wear the official P.A.R.C. referee shirt while officiating.
10. All finished scores must be published and posted immediately.
11. All delegations must be confirmed by names, divisions, etc., at least 72 hours before competition begins.
12. All congresses must be held when no competition is taking place. Preferably one (1) day ahead of opening ceremonies.
13. Team scores, including men, women and combined, are to be posted immediately as points

are scored – running total.

14. Floor managers and official tournament workers must wear official P.A.R.C. shirts during work.
15. Floor management must have on hand, eye guards to cover regular glasses for those athletes not wearing proper eye guards.
16. A physician or paramedic must be available at all times.
17. Separate venues must be avoided at all costs.
18. An inspection by a P.A.R.C. technical official must take place at the site at least six (6) months before the competition to confirm progress, and that the LOC is in compliance with the agreement.
19. Official rule books will be available at all times during competition.
20. A coaches meeting will be held prior to the competition when the schedules will be given out, and any local changes will be made.
21. A press guide listing all schedules, players, bio's, etc. will be available to the press 48 hours before competition.
22. LOC will have a press officer who will provide the press with up to date information, schedules, highlights, personal interest stories, scores, and press releases daily.
23. A press area will be established with telephones, computers, typewriters, FAX machines and hospitality for the press.
24. Press credentials will be provided to the working press.
25. Special invitations for all activities will be sent to:
 - a) all press
 - b) television
 - c) radio broadcasts
 - d) participating countries' embassies or consulates
 - e) Olympic presidents and officials
 - f) countries' president, governor, mayor, etc.
 - g) sport officials
26. P.A.R.C. will invite IOC presidents, program director, program commission, IOC executive board, host countries' sports officials, and Olympic Committee.
27. P.A.R.C. will establish a protocol for visiting dignitaries for reception, drivers, escort, etc.
28. Each delegation will have a local person in charge of their delegation for information, shopping, etc. supplied by the LOC.

29. All press conferences will be attended by at least one male and one female athlete.
30. Opening and closing ceremonies format and protocol will be adhered to according to P.A.R.C. procedures.
31. All invitations for world and continental championships must be mailed, emailed or faxed to all P.A.R.C. member countries no later than six (6) months prior to the competition. Invitations must contain the following information.
 - a) dates
 - b) sites
 - c) number of courts
 - d) hotel – with cost – type; 4*, 5*, swimming pool, etc.
 - e) distance of hotel to venue
 - f) congress dates and meeting location
 - g) inscription price – 1st and 2nd event
 - h) whether meals will be provided
 - i) divisions offered
 - j) official airline
 - k) transportation to and from airport
 - l) official ball
 - m) altitude in feet and meters
 - n) logo of tournament
 - o) practice times at venue and how to reserve the courts
 - p) day off if any
 - q) weather during the competition – daytime and nighttime average temperature, humidity, rainy season, etc.
32. LOC must provide credentials to each person in delegation and LOC with special notice of the function of each person.
 - a) competitor
 - b) coach
 - c) federation official
 - d) VIP
 - e) LO
 - f) security
 - g) press
33. LOC will supply each delegation with complete results of the competition the day after the tournament and then mail or FAX the results to the federations address within two weeks.
34. Official posters will be given to each competitor and official free of cost.
35. Souvenir tournament shirt will be given to each competitor and official.
36. PARC Technical Committee officials will be in charge of all seeding, scheduling and tournament functions. LOC will supply all personnel to run the tournament according to P.A.R.C. protocol.

37. A new racquetball will be used of all elite competition matches.
38. All sponsors, local and international, will receive a recap of scores, finishers, press clippings, TV coverage, radio coverage within two weeks of the event finish.
39. A V.I.P. hospitality area will be established at the tournament site for V.I.P. officials, etc.
40. A player's hospitality area will be established for the players to relax, etc. after competition.
41. Competition courts will be swept and cleaned as necessary. Personnel will be available at all time to perform the work.
42. Glass walls fall under item 41 as well.
43. Lighting must be a least 120 foot candles evenly distributed throughout the court from 3' above the floor's surface.
44. Referees will announce and introduce the players, division, and countries prior to each match.
45. Referees will announce the winner and winners country with the score after each match is finished.

Section 10 – Report on the P.A.R.C. Championships

The chairman of each directorate shall bring to the next Congress a brief report on the P.A.R.C. championships entrusted upon him and is responsible to bring a summary of all televised games complete with dates, times, and countries where transmissions took place.

Section 11 – Information by the Organizing Federation

The organizing national federation shall communicate all information with respect to the P.A.R.C. championships to be organized by them to the participating federations and the Executive Committee in due time, according to the regulations. The organizing federation shall send to all participating federations and the P.A.R.C. a closing report with complete documentation. The statistics shall be done according to the P.A.R.C. standards.

Section 12 – Qualification Requirements to the P.A.R.C. Championships

The qualification of a player for the P.A.R.C. championships has been established in Section 4. The age limits for Juniors are established in Section 2 of the Junior By-Laws.

JUNIORS

Section 1 – Duties

The junior committee examines all matters connected with the Junior Championships of the Pan American Racquetball Confederation and with the promotion of young players and presents the corresponding proposals to the Executive Committee.

Section 2 – Junior Age for P.A.R.C. Championships

Age is determined as of January 1 of each calendar year. Age divisions in boys singles, girls singles, boys doubles, girls doubles are as follows:

18 & Under
16 & Under
14 & Under
12 & Under
10 & Under
8 & Under (regular)

SENIORS

Section 3 – Adult Age for P.A.R.C. Championships

Age determined as of the first day of the tournament

Seniors	35+
Veteran Seniors	40+

MASTERS

Age determined as of the first day of the tournament

Masters	45+
Veteran Masters	50+

GOLDEN MASTERS

Golden Masters	55+
Senior Golden Masters	60+
Veteran Golden Masters	65+
Advanced Golden Masters	70+
Super Golden Masters	75+, 80+, 85+, 90+

DISABLED (WHEELCHAIR)

For wheelchair competition (5) bona fide federations must have registered.

Novice Division
Intermediate Division
Open Division
Multi-Bounce Division
Junior Division

REFEREES

Section 1 – Responsibilities of the Referee Committee

The committee reports to the PARC Technical Director and examines all matters connected with the refereeing of matches of the Pan American Racquetball Confederation and the referees of the affiliated national federations on a continental level.

Section 2 – P.A.R.C. Referees and Linesmen

The continental games of the P.A.R.C. are conducted by referees and linesmen with an international license.

Section 3 – International Referees Seminar

Upon proposal of the chairman of the referees committee, there will be organized central and regional seminars for referees with an international license. The referees chairman settles the details. At the end of a referee seminar, the candidates should pass a theoretical and a practical examination to show their abilities and they should submit to a physical examination.

SPECIAL ACTIVITIES

Section 1 – Duties for Coaching

The International Professional Racquetball Organization [IPRO] is recognized as the official coaching organization of PARC.

The chairman of the coaches committee examines all matters in connection with the education of coaches and development of coaching methods in the field of continental racquetball.

Section 2 – Rules Control

The chairman of the rules committee examines all matters connected with official rules of the P.A.R.C. and their interpretation. He studies development of the games and prepares alterations or amendments of the rules and submits these to the Executive Committee.

Section 3 – Official Rules

The official rules are established by the Congress and may be reviewed at the P.A.R.C. Congress. Modification or amendments of the rules as approved by the Congress shall be distributed to the affiliated federations.

All recognized PARC competitions shall be conducted according to the official rules of the International Racquetball Federation.

MEDICAL AND DOPING REGULATIONS

A. General

Section 1 – Duties of the Medical Committee

The committee examines the matters of the health of the players, the medical research in racquetball, collects medical statistics and information on prevention and medical care, rehabilitation from injuries and support on health control, rehabilitation, hygiene instructions, and examines protective equipment. The medical committee is also responsible for conferences and seminars for team doctors, as well as publication of results from conferences and other pertinent information. The committee executes doping control during championships according to the doping rules – see the Regulations.

Section 2 – Medical Arrangements for Championships

For all championships, the organizer is obliged to take care of all medical arrangements according to the health care and doping rules in the Regulations.

Section 3 – Insurance of Participants

The P.A.R.C. is not responsible for insurance of players and participating officials and spectators, however, it is recommended that the national federations and the organizers of P.A.R.C. championships make every effort to have proper insurance.

Section 4 – Doping Control Procedure

The P.A.R.C. accepts the I.O.C. and WADA guidelines on doping and will confirm to the I.O.C. doping procedure for the Summer Games and as amended.

Section 5 – Sanctions with Doping

In the case of positive result or the refusal of doping control, the following penalties shall apply as final:

- A. A player with a positive test is automatically suspended for the rest of the championship and no replacement for him is allowed.
- B. The points and goals of a team obtained with a doped player are not valid.
- C. A player with a positive doping test result shall be penalized according to those recommendations set forth by WADA.
- D. If a positive doping test is found after the next game or games commenced, the player shall be suspended immediately for the rest of the tournament and the points and goals of a team obtained with a doped player are not valid. The following games are valid unless the player has been tested again and found positive.

- E. A positive doping test on the last day may change the announced result of the championships.
- F. A doped player shall not be awarded a medal.
- G. A player may appeal in the case of inadvertent use resulting in a positive result, and must adhere to the rules set forth by WADA.