



IIHF Membership Guidelines and Application

Overview of the Membership application
procedure and Membership criteria

These Membership Application Guidelines provide a series of clearly defined steps explained in detail below. They are aimed to guide first time applicants, re-applying applicants and those who are already members but wish to change their membership status

Table of contents

1. Who can become a member of the IIHF?	3
2. What are the different membership classes?	3
3. How to file a Membership Application and which documents have to be submitted?	4
4. How to change your Membership Class?	5
5. Where should the Membership Application be sent?	6
6. The Membership Application deadline?	6
7. What happens once the IIHF receives the application?	6
8. What fees have to be paid?	7
9. New Member taking over the responsibilities of an old Member	7
10. Contacts	7
11. Appendices	
a. Appendix 1: IIHF Membership Application Form	
b. Appendix 2: IIHF Statutes Confirmation Form	
c. Appendix 3: Chapter 2 of the IIHF Statutes	
d. Appendix 4: IIHF Governance Review Form	
e. Appendix 5: National Association Information Form	

1 Who can become a member of the IIHF?

Only national associations that are the controlling body of ice hockey and in a Sovereign State, recognized by the International Community, and recognized by the national sports confederation and/or National Olympic Committee and/or other applicable authority deemed acceptable in the IIHF's sole opinion, can become members of the International Ice Hockey Federation.

2 What are the different membership classes?

There are two types of membership within the IIHF:

- Full Membership
- Associate Membership

2.1 Full Membership

Full membership may be accorded to an ice hockey association that controls solely ice hockey, operates independently of any other organization, meets minimum participation standards as specified in IIHF Bylaw 3.1.1 and/or IIHF Bylaw 3.2.1 and has taken part in an IIHF Championship in the Senior Men or Women Category.

Where a Member National Association ("MNA") has been granted associate membership status in accordance with IIHF Statute 11.1.2, but the laws and/or political environment of its independent state preclude it from becoming an independent organization controlling solely ice hockey, the IIHF may grant full membership status, using such criteria as it deems appropriate, including, without limitation, the requirements that the MNA meets minimum participation standards as specified in IIHF Bylaws 3.1.1 and 3.2.1 and has taken part in an IIHF Championship in the Senior Men or Women Category.

2.2 Associate Membership

Associate membership may be accorded to either (a) an ice hockey association that does not operate independently of any other organization or that does not control solely ice hockey, or (b) an independent ice hockey association controlling solely ice hockey but whose operations do not fulfil the minimum participation standards specified in IIHF Bylaw 3.1.1 and/or IIHF Bylaw 3.2.1.

Where the national organization controls other sports in addition to ice hockey, then to have Associate status there must be a special committee within the national organization that solely controls hockey. The IIHF shall deal exclusively with that committee. When such special committee has been established, it is granted the right by the national organization to deal directly with the IIHF on all matters pertaining to ice hockey, including having a separate and exclusive bank account for financial dealings with the IIHF. Such special committee shall assume the same obligations to the IIHF as an independent MNA.

3 How to file a Membership Application and which documents have to be submitted?

3.1 The start of the Membership Application Procedure

In order to start the Membership Application Procedure, the national association that wishes to become an IIHF member shall submit a Membership Application to the IIHF. Such Membership Application will only be considered by the IIHF if it receives a complete Membership Application containing all of the required documentation mentioned under Article 3.2 of these Guidelines.

3.2 Membership Application Procedure: documentation to be submitted

If a national association is applying to become a Member of the IIHF, then the following documentation must be submitted in English:

a) IIHF Membership Application Form (see Appendix 1 of these Guidelines):

With this Form, the national association that wishes to become an IIHF Member provides the IIHF with general information (contact and banking) about the national association. The information given in this Form allows the IIHF to initiate the Membership Application Procedure and facilitates the communication with the national association.

This IIHF Membership Application Form must be signed by the President of the national association.

b) Statutes Confirmation Form (see Appendix 2 of these Guidelines):

By completing this form, the national association applying to become an IIHF Member confirms that:

- It will fulfil all conditions stipulated in Chapter 2 of the IIHF Statutes (see Appendix 3 of these Guidelines);
- It observed and considered IIHF Statutes 10 and 12.2 prior to the initiation of the Membership Application Procedure;
- It took the IIHF Governance Review Form (see Appendix 4 of these Guidelines) into consideration when drafting its Statutes.

The Statutes Confirmation Form shall be signed by the President of the national association.

c) Confirmation from the National Olympic Committee and/or the Sport Confederation:

The membership application must include an official document from the National Olympic Committee and/or the Sport Confederation. This document should confirm that:

- Your national association is affiliated to the National Olympic Committee and/or the Sport Confederation of your country, and;
- Your association is recognized as the sole governing body for ice hockey in your country.

The submission of such documentation ensures that only one national association is recognized by the National Olympic Committee and/or the Sport Confederation as the body controlling ice hockey within a given country.

d) National Association Information Form (see Appendix 5 of these Guidelines):

In this form, the national association applying to become a Member of the IIHF shall indicate and confirm to the following information:

- The number of ice rinks in your country;
- The number of clubs registered to your national association;
- The number of players affiliated to your national association.

In addition, the IIHF invites the national association to submit all available documentation to evidence the information provided by the national association in the Information Form.

This National Association Information Form shall be signed by the President of the national association.

e) The Statutes of the national association translated into English:

An English version of the Statutes of the national association shall be submitted to the IIHF. The Statutes of the national association shall be drafted in accordance with the IIHF Governance Review Form and IIHF Statute 12.2.2.

f) Proof of the national association's efforts to develop ice hockey in its country

The national association shall submit all available documentation and proof which demonstrate the national association's plans to develop ice hockey in its country.

4 How to change your Membership Class?

4.1 An Associate Member wishing to obtain Full Membership status

As soon as the Associate Member fulfils the specified criteria for Full Membership mentioned in IIHF Statute 11.1, it shall officially notify the IIHF thereof by submitting a formal Notification letter signed by the president of the Associate Member.

This formal Notification letter shall be sent to the IIHF before 1 August of each year.

The IIHF will then refer the application for Full Membership to the IIHF Congress for approval.

5 Where should the Membership Application be sent?

The Membership Application must be sent to: Brandschenkestrasse 50, Postfach 1817, 8027 Zurich, Switzerland by registered mail.

An electronic copy of the Membership Application must be sent to office@iihf.com.

Once the documents have been received, you will be sent a confirmation of receipt. If this confirmation is not forthcoming, you must assume that the application did not arrive safely and act accordingly by resubmitting your application.

6 The Membership Application deadline?

The deadline for national associations wishing to become an IIHF Member to submit their Membership Applications is 1 August of each year.

Only complete Membership Applications received by the IIHF prior to that date can be considered by the IIHF Council and the IIHF Congress within the same year.

Memberships Applications received by the IIHF after that date can only be considered by the IIHF Council and IIHF Congress in the following year.

7 What happens once the IIHF receives the application?

7.1 IIHF Office

Upon its receipt of the Membership Application, the IIHF Office review the submitted documentation. In case the submitted Membership Application is incomplete, the IIHF will request the missing documentation from the national association.

As soon as the Membership Application is complete, the IIHF will refer the application to the IIHF Council.

7.2 IIHF Council

The IHF Council will consider each complete Membership Application and determine whether the national association applying to become a Member of the IIHF:

- fully controls and governs both men's and women's ice hockey in its sovereign state;
- meets the applicable membership requirements; and
- is in good standing with the relevant government authorities within that sovereign state.

The IIHF Council may grant probationary membership to an applicant national association for a pre-defined period. However, IIHF Congress must

approve such probational membership at the next Semi-Annual Congress meeting.

7.3 IIHF Congress

The IIHF Congress shall vote on the admission of any national association that wishes to become a member of the IIHF during the Semi-Annual Congress.

The IIHF Semi-Annual Congress is held every year in September.

In order for a national association to be admitted as an IIHF Member by the IIHF Congress, a simple majority of more than 50% of the votes cast is required.

8 What fees have to be paid?

Once admitted as an IIHF Member, the applicant must pay a CHF 3,000 affiliation fee.

In addition, each IIHF Member has to pay a CHF 1,000 membership subscription fee, due August 31 of each respective year.

9 New Member taking over the responsibilities of an old Member within the same country

In the event that a new Member takes over the role and responsibilities of an old Member within the same country, all debts from the old Member to the IIHF will have to be assumed by the new Member.

The new Member will have to file a Membership Application in accordance with Article 3 of these Guidelines in order become an IIHF Member.

10 Contacts

For any questions with respect to your Membership Applications, please contact the IIHF via:

Ashley Ehlert: ehlert@iihf.com

Adriaan Wijckmans: wijckmans@iihf.com

Appendix 1



IIHF Membership Application Form

In order to have your application for membership with the International Ice Hockey Federation processed at the soonest, please fill the form below.

Association Information	
Name of Association	
Address	
Phone Number(s)	
Fax Number(s)	
E-Mail Address	
President	
General Secretary (or person in charge and his/her official title)	
Bank Information	
Name of Bank	
Address of Bank	
Account Number	
Swift Code	
Name of Account Holder	

Date and Place of Application: _____

Signature President: _____

Appendix 2



MEMBERSHIP APPLICATION PROCEDURE IIHF STATUTES CONFIRMATION FORM

In order to apply for IIHF Membership in accordance with the IIHF Membership Application Guidelines, the National Association that is applying for IIHF Membership (hereinafter the “National Association”) confirms the following:

The National Association of _____ hereby confirms that it will fulfil all conditions stipulated in Chapter 2 (IIHF Membership) of the IIHF Statutes (available at iihf.com).

In particular, the National Association hereby confirms that it duly noted IIHF Statutes 10 and 12.2 prior to the initiation of the Membership Application Procedure by the National Association.

Lastly, the National Association hereby confirms that it observed and considered the IIHF Governance Review Form when drafting the Statutes of the National Federation.

The present confirmation form shall be signed by the President of the National Association:

(National Association)

(Name President)

(Date)

(Signature President)

Appendix 3

IIHF STATUTES

Chapter 2 IIHF MEMBERSHIP

Statute 9 Members of the IIHF

9.1 Subject to the conditions indicated herein, only ice hockey and inline hockey associations may be IIHF members.

9.2 The IIHF shall only admit one ice hockey or inline hockey (where appropriate) association for membership per independent state.

9.3 The IIHF has the authority to assume the responsibility for the governance of other forms of hockey on ice, including but not limited to electronic hockey, with the approval of Congress and issue governing regulations.

Statute 10 Admission to IIHF Membership

10.1 An applicant national association seeking membership with the IIHF must be the controlling body of ice hockey and/or inline hockey (where applicable) in a Sovereign State, recognized by the International Community, and must be recognized by the national sports confederation and/or National Olympic Committee and/or other applicable authority deemed acceptable in the IIHF's sole opinion.

10.2 Congress shall approve the membership of a new ice hockey or inline hockey (where applicable) association after Council has determined that the applicant national association fully controls and governs both men's and women's ice hockey or inline hockey in its Sovereign State, meets the applicable membership requirements, and is in good standing with the relevant government authorities within that Sovereign State. In exceptional circumstances, Council may grant probationary membership to an applicant national association for a pre-defined period (Congress must approve such probational membership at the next Annual Congress meeting).

10.3 Strict compliance with the IIHF Statutes, Bylaws, Regulations/Codes and IIHF decisions, both in letter and spirit, is a requirement in becoming an IIHF Member.

10.4 Application procedures are set out in the IIHF Membership Application Guidelines.

10.5 Once admitted as an MNA, the applicant must pay a CHF 3,000 affiliation fee.

Statute 11 Membership Classes

Membership of the IIHF shall be accorded as follows:

11.1 Full Membership

11.1.1 Full membership may be accorded to an ice hockey association that controls solely ice hockey, operates independently of any

other organization, meets minimum participation standards as specified in Bylaw 3.1.1 and/or Bylaw 3.2.1 and has taken part in an IIHF Championship in the Senior Men or Women Category.

11.1.2 Where a MNA has been granted associate membership status in accordance with Statute 11.1.2, but the laws and/or political environment of its independent state preclude it from becoming an independent organization controlling solely ice hockey, the IIHF may grant full membership status, using such criteria as it deems appropriate, including, without limitation, the requirements that the MNA meets minimum participation standards as specified in Bylaw 3.1.1 and Bylaw 3.2.1 and has taken part in an IIHF Championship in the Senior Men or Women Category.

11.2 Associate Membership

11.2.1 Associate membership may be accorded to either (a) an ice hockey association that does not operate independently of any other organization or that does not control solely ice hockey, or (b) an independent ice hockey association controlling solely ice hockey but whose operations do not fulfil the minimum participation standards specified in Bylaw 3.1.1 and/or Bylaw 3.2.1.

11.2.2 Where the national organization controls other sports in addition to ice hockey, then to have Associate status there must be a special committee within the national organization that solely controls hockey. The IIHF shall deal exclusively with that committee. When such special committee has been established, it is granted the right by the national organization to deal directly with the IIHF on all matters pertaining to ice hockey, including having a separate and exclusive bank account for financial dealings with the IIHF. Such special committee shall assume the same obligations to the IIHF as an independent MNA.

11.3 Affiliate Membership

Affiliate membership may be accorded to an inline hockey association in a country where ice hockey is not played.

Statute 12 Membership Rights and Obligations

12.1 Membership Rights

12.1.1 Full Members have the right:

- (a) to take part and vote (1 vote) at IIHF Congress in accordance with Statute 14;
- (b) to call an Extra-Ordinary Congress Meeting in accordance with Statute 14.4;
- (c) to participate in all IIHF Activities;
- (d) to submit proposals for inclusion on the Congress Meeting Agenda six (6) weeks prior to the respective Congress;
- (e) to nominate candidates for (i) Council, (ii) Auditors and (iii) Disciplinary/Appeal Board;
- (f) to nominate candidates for IIHF committees;
- (g) to take part in IIHF Events in accordance with the IIHF Statutes, Bylaws, Regulations/Codes and decisions;
- (h) to take part in and benefit from IIHF assistance, development and educational programs;

- (i) to have its teams exclusively recognized by the IIHF as their country's "national team", "national junior" team, and "national selection" team and/or any like description for their respective country with respect to ice hockey and/or inline hockey; and
- (j) to exercise all other rights arising from the IIHF Statutes, Bylaws, Regulations/Code and decisions in accordance with Full Membership.

12.1.2 Full Member Additional Voting Rights

12.1.2.1 A Full Member whose national team has competed in three consecutive IIHF Championships (either three Senior Men or three Senior Women) including a championship taking place concurrently with the Annual Congress Meeting, and during which time fulfilled minimum participation standards as defined in Bylaw 3.1.1 and/or 3.2.1, is entitled to one additional vote at Congress Meeting.

12.1.3 Associate Members have the right:

- (a) to take part at IIHF Congresses in accordance with Statute 14, but not vote;
- (b) to participate in all IIHF Activities;
- (c) to submit proposals for inclusion in the Congress Agenda six (6) weeks prior to the respective Congress;
- (d) to nominate candidates for IIHF committees;
- (e) to take part in IIHF Events in accordance with IIHF Statutes, Bylaws, Regulations/Codes and decisions;
- (f) to take part in and benefit from IIHF assistance, development and educational programs;
- (g) to have its teams exclusively recognized by the IIHF as their country's "national team", "national junior" team, and "national selection" team and/or any like description for their respective country with respect to ice hockey and/or inline hockey; and
- (h) to exercise all other rights arising from the IIHF Statutes, Bylaws, Regulations/Codes and decisions in accordance with Associate Membership.

12.1.4 Affiliate Members have the right:

- (a) to take part in IIHF Congresses at their own expense, but not vote;
- (b) to participate in all IIHF Activities;
- (c) to take part in IIHF Events in accordance with IIHF Statutes, Bylaws, Regulations/Codes and decisions;
- (d) to take part in and benefit from IIHF assistance, development and education programs;
- (e) to have its teams exclusively recognized by the IIHF as their country's "national team", "national junior" team, and "national selection" team and/or any like description for their respective country with respect to inline hockey; and
- (f) to exercise all other rights arising from the IIHF Statutes, Bylaws, Regulations/Codes and decisions in accordance with Affiliate Membership.

12.2 Membership Obligations

12.2.1 A MNA has the following obligations:

- (a) comply fully with the IIHF Statutes, Bylaws, Regulations/Codes and decisions;
- (b) to submit all disputes to IIHF jurisdiction as specified in the IIHF Statutes, Bylaws and Regulations/Codes;
- (c) accept the WADC and ensure that its internal policies, rules and programs

comply therewith including, but not limited, to ensuring its members comply with the Code;

- (d) adopt competition manipulation rules or regulations similar to the IIHF's competition manipulation rules found in the IIHF Code of Conduct and/or promulgated by the MNA's state regulatory authority;
- (e) pay a CHF 1,000 membership subscription due August 31 of each respective year;
- (f) use best efforts to ensure that their own members comply with the IIHF Statutes, Bylaws, Regulations/Codes and decisions;
- (g) use best efforts to ensure that all clubs, teams, players, team officials and game officials under a MNA's jurisdiction only participate in international games against teams under the jurisdiction of other MNAs;
- (h) ratify statutes and/or bylaws and regulations, rules or codes for the operations and organization of ice hockey and/or inline hockey that are in accordance with the IIHF's requirements for Full Membership indicated in Statutes 12.2.2;
- (i) remain in good standing (a MNA must be in good standing to exercise any membership rights);
- (j) maintain full control and governance of ice hockey and/or inline hockey under its jurisdiction in its country, including without limitation, control over its national competitions, and ensure that its constituent bodies, leagues, clubs, players, members, officials and any person or body whatsoever or howsoever associated are under the final and binding authority of the IIHF;
- (k) at IIHF's request, conduct an independent audit by an independent external auditor of the MNA's accounts (excluding league or club accounts where applicable) in accordance with internationally recognized accounting standards (if irregularities are discovered during the audit, the IIHF may assess the costs of the Audit to the MNA);
- (l) comply with requests of the IIHF and its applicable panels, boards and committees;
- (m) recognize that the right to use the name "international" team, "IIHF" team or "continental" team (European team) or "International All Star" team or any like descriptions is the exclusive property of the IIHF and ensure that neither the MNA nor any team within the MNA plays with a team under these names, unless with IIHF prior written approval;
- (n) only use the names of geographical areas exceeding the territory of the respective MNA (such as World Cup, European Cup, World Tournament, and/or Continental Tournament, etc.) with IIHF prior written approval; and
- (o) recognize other MNAs as being solely empowered to control ice hockey and/or inline hockey in their respective country.

12.2.2 A MNA's statutes and/or bylaws (and/or constitution) and regulations, rules or codes must comply with principles of good governance, and shall, at a minimum:

- (a) not stand in contradiction to the IIHF Statutes, Bylaws or Regulations/Codes;
- (b) contain disciplinary and dispute resolution mechanisms;
- (c) ensure that its members and all relevant stakeholders agree to and recognize the jurisdiction and authority of the IIHF
- (d) ensure that its members and all relevant stakeholders agree to and recognize the jurisdiction and authority of the CAS and give priority to arbitration as a means of dispute resolution;
- (e) avoid conflict of interest in decision making; and
- (f) contain the following clause confirming that it and its members accept the final and binding authority of the IIHF in relation to all international matters and ensure that it and its members comply with necessary membership

obligations:

All leagues, clubs, teams and persons under the jurisdiction of or under contract and/or license with the [insert title of the National Association], where such contracted and/or licensed body or person shall include any person or persons, organizations or leagues authorized to organize ice hockey games, are as regards all international matters subject to the Statutes, Bylaws, Regulations/Codes, Official Playing Rules and related decisions of the IIHF and undertake not to involve any third party whatsoever in the resolution of any dispute arising therefrom excepting where having exhausted the appeal procedures within the IIHF, in which case, such dispute may be submitted only to the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland. The Anti-Doping and Integrity Bylaws and Regulations of the IIHF, specifically including but not limited to adherence to the WADC and the IIHF Competition Manipulation Rules shall apply to the [insert title of the Member National Association].

Statute 13 Membership Class Changes and Cancellations

13.1 *Change of Membership Class*

13.1.1 An Associate Member shall be accorded Full Membership status as soon as it fulfills the specified criteria for Full Membership and receives Congress approval.

13.1.2 An Affiliate Member shall be accorded Associate or Full Membership status as soon as it fulfills the specified criteria for Associate or Full Membership and receives Congress approval.

13.2 *MNA Suspension*

13.2.1 The Council may suspend, with immediate effect, a MNA that materially violates its obligations contained in Statute 12.2.

13.2.2 The IIHF will inform the MNA and/or relevant bodies or persons about Council's suspension.

13.2.3 A suspended MNA will not be allowed to exercise its membership rights indicated in Statute 12.1.

13.2.4 Council's decisions to suspend a MNA may be appealed in accordance with the Disciplinary Code.

13.3 *MNA Expulsion*

13.3.1 The Congress may expel a MNA only at Council's request if it:

- (a) ceases to be an association of an independent state;
- (b) repeatedly fails to fulfill its financial obligations to the IIHF or other MNAs;
- (c) loses its status as an association which fully controls and governs both men's and women's ice hockey or inline hockey in its country, or is not in good standing with the relevant government authorities within that country;
- (d) continues to materially violate its obligations contained in Statute 12.2 after a Council suspension;
- (e) brings ice hockey or inline hockey into disrepute; or
- (f) fails to participate in any IIHF Activities for four consecutive years.

13.3.2 The IIHF Office will inform the MNA and/or relevant bodies or persons about Congress's expulsion.

13.4 MNA Resignation

A MNA may resign from the IIHF with effect upon the end of the IIHF's fiscal year. Notice of the resignation must reach the IIHF no later than three (3) months before the end of IIHF's fiscal year and be sent by registered letter.

13.5 Termination of Membership Rights and Duties

All rights and duties pertaining to membership shall cease with resignation or expulsion – excepting the payment of outstanding debts to the IIHF and MNAs. A Full, Associate or Affiliate Member that has been expelled or has resigned is not entitled to IIHF assets.

Appendix 4

IIHF Governance Review Form

NATIONAL ASSOCIATION OF:	
Contact person's name:	Contact person's email address:
Contact person's phone number:	
Documents reviewed:	
1.	IIHF STATUTORY REQUIREMENTS
1.1	<p>IIHF Statute 12.2.2.f - Required Language: Yes _____ No _____</p> <p><i>"All leagues, clubs, teams and persons under the jurisdiction of or under contract and/or license with the [insert title of the National Association], where such contracted and/or licensed body or person shall include any person or persons, organizations or leagues authorized to organize ice hockey games, are as regards all international matters subject to the Statutes, Bylaws, Regulations/Codes, Official Playing Rules and related decisions of the IIHF and undertake not to involve any third party whatsoever in the resolution of any dispute arising therefrom excepting where having exhausted the appeal procedures within the IIHF, in which case, such dispute may be submitted only to the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland. The Anti-Doping and Integrity Bylaws and Regulations of the IIHF, specifically including but not limited to adherence to the WADC and the IIHF Competition Manipulation Rules shall apply to the [insert title of the Member National Association]."</i></p>
1.2	Recognize IIHF Authority: Yes _____ No _____
1.3	Reference and Recognize WADA: Yes _____ No _____
1.4	Reference to CAS: Yes _____ No _____
1.5	Authority over players, clubs, and leagues: Yes _____ No _____
2.	GOOD GOVERNANCE REQUIREMENTS
2.1	Clear mission/objectives/role of the MNA:
2.2	Clear origin of authority to administer sport: Yes _____ No _____
2.3	Clear rules establishing membership requirements with the MNA:
2.4	<p>Clear rules establishing the formal organizational structure within the MNA: (Note: a good internal structure for a sports association is: (a) General Assembly; (b) Board of Directors or Council; (c) Committees that report to the Council; and (d) Association Staff.)</p>

2.5	Clear rules establishing limit of power/authority and corresponding duties for each internal structure level:
2.6	Clear rules relating to finance and accounting principles/procedures:
2.7	Clear rules relating to handling sport related disputes and violations of the MNA's bylaws, policies, and rules:
2.8	Clear rules outlining MNA sanctions:
3.	IIHF RECOMMENDATIONS

Appendix 5



National Association Information Form

The National Association of _____ hereby confirms that the information given in this National Association Information Form is true and accurate.

National Association Information	
Number of ice rinks in your country	
Number of clubs affiliated to your national association	
Number of players affiliated to your national association	

The IIHF invites the National Association to submit all available documentation to evidence the information provided by the national association in this National Association Information Form.

This National Association Information Form shall be signed by the President of the National Association:

(National Association)

(Name President)

(Date)

(Signature President)