

CHECK-LIST OF CONTROLS CARRIED OUT ON REGISTRATION DOCUMENTS

TEAM
National Federation

CRITERION	THE NATIONAL FEDERATION HAVE CHECKED THAT:	YES	NO
Documents to be submitted with the registration's application	The documentation is complete (<i>corresponding to check-list, annexe B</i>).		
	The concluding declaration has been submitted.		
	In case of a first-time application, the additional documents have been submitted.		
Composition, nationality and structure of the team	The number of riders within the range is permitted under the regulations (<i>8 to 16, apart from permitted exceptions</i>).		
	The nationality can be clearly established (<i>majority of the riders</i>).		
	The name of the team is that of the principal partner or that of the two principal partners, or one of the two, or any other denomination connected to the team project.		
	The team has at least one main sports director.		
Contracts/agreements with riders	The signed originals of all contracts/agreements have been received.		
	The information given in the list of riders (<i>annexe D.1</i>) is complete and plausible.		
	The contracts include all the minimum provisions required under UCI Regulations.		
	The contracts comply with the laws in force (<i>labour law, collective agreements, etc.</i>).		
Contracts/agreements with other staff	The signed originals of all contracts/agreements have been received.		
	The information given in the list of other staff (<i>annexe D.2</i>) is complete and plausible.		
	The contracts comply with the laws in force (<i>labour law, collective agreements, etc.</i>).		
Insurance	All the insurance coverage required under the regulations has been provided for all riders.		
	The riders are registered with the social security system of the country of the team or that of their country of residence.		

CRITERION	THE NATIONAL FEDERATION HAVE CHECKED THAT:	YES	NO
Finances	The representative has presented the annual accounts <i>(if applicable)</i> .		
	The auditor's report has been presented <i>(if applicable)</i> .		
	The structure is viable <i>(even in case of any sum in debit or any losses carried over)</i> .		
	The budget has been drawn up using the required form and it is adequately explicit <i>(comments, comparisons, etc.)</i> .		
	The budget is balanced or serious guarantees have been presented.		
	The budget is plausible <i>(comparison with preceding financial year, comparison with other teams who have submitted application documents)</i> .		
	The expenditure is covered by secure income <i>(in particular: existing sponsorship contracts, gifts, subsidies)</i> .		
	Contracts with sponsors/main partners are clear and definitive and the related income is confirmed.		
	The figures for "Riders' pay and expenses" are plausible by comparison with the list of riders.		
	Ditto for the heading "Pay and expenses for other staff".		
Bank guarantee	The planned investments are covered by the team's cashflow.		
	The original bank guarantee has been submitted.		
	The text of the bank guarantee corresponds exactly to the model in the UCI Regulations <i>(if not, it is advisable to require that it be redrafted in compliance with the regulations)</i> .		
	The amount of the guarantee is at least that required under the regulations.		
	The dates of validity are correct.		
	The bank which has issued the guarantee is acceptable.		

ANY SERIOUS PROBLEM MUST BE EXPLAINED IN THE NATIONAL FEDERATION'S REPORT *(annexe F)*.

Comment

The person responsible for checking documentation

Signature

The President

Signature

Place and date