PROMOTER'S CHECK LIST

AT LEAST 45 DAYS IN ADVANCE
☐ Is bond current?
If yes, no further action necessary
If no, renew bond and submit ORIGINAL documents with raised seal for approval
☐ Is license current (all licenses expire June 30 regardless of when issued)
If yes, no further action necessary
If not, submit license application with fees
Has annual agreement to officials' fees been submitted?
If yes, not further action necessary
If no, sign and confirm letter of agreement
AT LEAST 30 DAYS IN ADVANCE
☐ Has sanction been issued?
If yes, no further action necessary
If no, submit application for sanction
Include insurance information
Include tentative bouts (pro and amateur)
☐ Has MMA event been entered at https://mixedmarialarts.com/?fa=main.home
If yes, no further action necessary
If no, go to website above and enter event
AT LEAST 14 DAYS IN ADVANCE
\square Submit updated bout list (pro and amateur)
☐ Submit signed contracts (professional boxers only)
3 DAYS IN ADVANCE
□ Submit FINAL bout list (no changes can be accepted after this date)
□Submit Fight Fax Reports for ALL professional fighters (fighters will not be approved without these)
□Submit blood work for ALL professional boxers and ALL MMA fighters (fighters will not be allowed to
fight if blood work is not current)
□Submit copies of professional boxers' Federal ID
Boxer will NOT be allowed to fight without current Federal ID
Boxer who has not been approved at a WVAC meeting prior to the event will NOT be allowed to figl
□Submit list of entries (semi-pro events)
☐Submit completed Promoters' Two-Night Tournament Due Diligence Report
AT EVENT
□ Post Sanction (Chief Deputy will provide card)
□Collect license fees (you may collect these from the Chief Deputy)
NO MORE THAN 4 DAYS AFTER EVENT
□Submit promoter's report
☐Submit check for license fees collected for Semi-pro & professional fighters, managers, trainers, seconds
(State law prohibits the Athletic Commission from receiving cash)
ALL documents to be submitted to WV Athletic Commission central office by mail or e-mail:
000 Pennsulvania Ave

900 Pennsylvania Ave. Suite 623 Charleston, WV 25302 wvathleticcommission@wv.gov

PROMOTER'S CHECK LIST

AT LEAST 45 DAYS IN ADVANCE	
☐ Is bond current?	
If yes, no further action necessary	
If no, renew bond and submit ORIGINAL documents with raised seal for approval	
☐ Is license current (all licenses expire June 30 regardless of when issued)	
If yes, no further action necessary	
If not, submit license application with fees	
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900 Pennsylvania Ave	

Suite 623

Charleston, WV 25302

Rev 01/12/17



WEST VIRGINIA ATHLETIC COMMISSION PROMOTER'S LICENSE BOND

KNOW ALL MEN BY THESE PRESENTS:

Surety Bond Number:

That we,	as Principal and
	as Principal, and an and/or a corporation and a corporation
State of West Virginia in the just and full sum	Virginia, as Surety, are held and firmly bound unto the of Ten Thousand Dollars (\$10,000.00) to the payments, our heirs, executors, administrators, successors, and
WHEREAS, the above-bound Principal, he in the State of West Virginia, and is required to proceed \$29-5A-15 prior to the issuance of such li	nas made application to be licensed as a boxing promote bost a surety bond under the provisions of West Virginia cense;
shall, for the period for which the license is gran and other payments legally due to all contestants	is obligation is such that, if the above-bound Principal ted, make timely and full payment of all purses, awards and event staff participating in the professional or semi exhibitions organized by the Principal as a licensed erwise to remain in full force and effect; and
to the Principal expires on the 30th day of June, _	late of execution shown below, until the license granted This obligation may be continued from a certificate and any continuation shall establish a new
its seal, and the said Surety has caused its corp	ipal has hereunder set his or its hand and affixed his or or attemption or attemption of the corporate sea cial, agent or atterney-in-fact, this day or
Seal of Principal	PROMOTER / PRINCIPAL
	Signature of Principal
Seal of Surety	SURETY (Bonding Company)
	Signature of Surety

ACKNOWLEDGMENTS

Acknowledgment by Principal (To be used if	f the Principal is an Individual or Partnership)
STATE OF	
County of	
I,	, a Notary Public
in and for the county and state aforesaid, do hereby	certify that, whose
	ay acknowledged the same before me in my said county
Given under my hand this	day of20
lotary Seal	
	Notary Public
My Commission expires on the	heday of20
Acknowledgment by Principal (To be used if	the Principal is a Corporation)
STATE OF	
County of	
	a Notary Public in and for the county and
	who, as
	(title or position), signed the foregoing writing fo
	, a corporation, has this day, in m
otary Seal	
	Notary Public
My Commission expires on t	heday of20
Acknowledgment by Surety	
STATE OF	
County of	, to-wit:
	, a Notary Public in and for the county and
state aforesaid, do hereby certify that	who, a
	, signed the foregoing writing for
	d writing to be the act and deed of the said corporation.
	_ day of 20
Notary seal	
	Notary Public
My Commission expires on t	the day of 20
Approved as to Sufficiency in Form and Manner of	Execution:
This day of20	P _V
20	By Deputy Attorney General

West Virginia Athletic Commission Suite 623 900 Pennsylvania Ave Charleston, WV 25302 Tel (304) 558-1428 Fax (304) 558-1139

E-mail: WVAthleticCommission@wv.gov Web: http://athleticcommission.wv.gov



Promoters' Two-Night Tournament Due Diligence Report

I,	, promoter of the	, have
performed all due diligence to assur-	e all competitors meet the criteria of eligibil	lity for the
	on	
(Event)	(Date)	
	ed fighter participant sheet do not have any amateur bouts in Boxing, Kickboxing, or Ml	
Signed	Date	



WEST VIRGINIA STATE ATHLETIC COMMISSION

Leon Ramsey	Paul Thornton	Tim Peasak, DO	Tony Figaretti	Vacant
Glenville, WV	Vienna, WV	Bridgeport, WV	Wheeling, WV	
(304) 462-5744	(304) 481-0772	(304) 842-3330	(304) 243-5625	

Non-Athlete

OFFICIALS - \$30.00 Each Position	PROMOTERS - \$125.00 Each	NON-OFFICIALS	
MMA Boxing	1 NOWOTERS - \$125.00 Each	MMA Boxing	
☐ Judge ☐ Judge ☐ Referee ☐ Referee ☐ Inspector ☐ Inspector ☐ Timekeeper ☐ Timekeeper	☐ Boxing ☐ MMA ☐ Tough-Person	☐ Manager - \$50.00 ☐ Manager - \$50.00 ☐ Trainer - \$20.00 ☐ Trainer - \$20.00 ☐ Second - \$20.00 ☐ Second - \$20.00	
I HEREBY VERIFY THAT THIS INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I FURTHER AGREE THAT ANY FILM, PHOTOGRAPH, OR OTHER MATERIAL IN WHICH I APPEAR MAY BE USED AT THE SOLE DISCRETION OF THE WEST VIRGINIA ATHLETIC COMMISSION. I ACKNOWLEDGE THAT ANY FALSE OR MISLEADING STATEMENTS MAY RESULT IN DISCIPLINARY ACTION BY THE WEST VIRGINIA ATHLETIC COMMISSION.			
Signature:		Date:	
Name (Last, First,	Middle)		
Street Address:		Home phone: Cell phone:	
City:	State & ZIP:	E-Mail:	
Have you ever been convicted of a crime other than a traffic offense? (If yes, state details – write on back if more space is needed)			
OFFICIALS:			
Have you been previously licensed? (If yes, when and where):			
Explain in detail experience and certifications (Write on back if more space is needed. YOU MAY ATTACH A RESUME IF YOU WISH):			
PROMOTERS: Attach evidence of Sur	ety Bond of \$10,000.00		
NAME:		DBA:	
Contact Person:	Title:	Phone: E-Mail:	
Address: Financial Institution:			
NON-OFFICIALS:			
Training Facility:	Address:		

West Virginia Athletic Commission
Suite 623
900 Pennsylvania Ave
Charleston, WV 25302
Tel (304) 558-1428 Fax (304) 558-1139

E-mail: WVAthleticCommission@wv.gov Web: http://athleticcommission.wv.gov

Friday, December 09, 2016



West Virginia Code § 29-5A-6 establishes minimum rates that a promoter is required to pay for officials in all sports regulated by the West Virginia State Athletic Commission. The minimum daily rate of pay set out in the statute for a deputy and referee is \$75.00. For judges, timekeepers, inspectors, and other officials the minimum rate of pay is \$50.00 per day. The Commission is permitted to approve officials for an event who charge more than the minimum statutory amount, provided that the promoter for the event consents in writing to the amount.

The standard daily rate deputies and referees charge in West Virginia is \$150.00. The standard daily rate that judges, timekeepers, inspectors, scorekeepers, and other officials charge in West Virginia is \$100.00. In the interest of ensuring that promoters have qualified officials for each sanctioned event, the Commissions will designate officials for your events even if the official charges a fee that is greater than the minimum amount listed in West Virginia Code \S 29-5A-6.

The Commission does not receive any percentage of the rate of pay charged by the designated officials and has no interest in the amount beyond its general obligation to provide for the proper, fair, and uniform conduct of fight sports.

If you consent to the use of officials for your events who charge the standard daily rates of pay, please sign this letter and return it to the Commission by 5:00 P.M. on October 15, 2016. If this signed consent form is not returned, the Commission will deem you to have not consented to the standard rates. Your consent shall be effective until June 30, 2017. However, you may withdraw your consent in writing at any time prior to this date.

If you do not consent to the Commission designating officials for your event who charge the standard rate, please contact the Commission as soon as possible so that substitute officials may be found for your events. You are within your rights to refuse consent. However, failure to consent may cause a revocation of your permit for a future event if there are no qualified officials who are available, willing, and able to work your event for the minimum rate of pay.

The Commission shall accept return of your written consent or any written withdrawal of your consent by mail at 900 Pennsylvania Ave., Suite 623, Charleston, WV 25302, by Fax at 304-558-1139, or by email at WVAthleticCommission@wv.gov. If you have any questions, you may contact the Commission office at 304-558-1428.

In order to increase the quality of fight sports under its purview, the Commission is interested in finding additional qualified officials. If you are aware of any qualified persons who are interested in becoming a licensed official, please provide the name and contact information of this person to the Commission.

Connie Brammer For the WVAC

Ph: (304) 481-0772



WEST VIRGINIA STATE ATHLETIC COMMISSION

Leon Ramsey	Paul Thornton	Tim Peasak, DO	Tony Figaretti	Vacant
Glenville, WV	Vienna, WV	Bridgeport, WV	Wheeling, WV	
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Application for Event Sanctioning & Permit Please type or Print: Date: Promoter: Address: ______ Matchmaker: _____ Phone: _____ Class of Show: Amateur Professional Semi-Pro Contest ☐ Profit Date of Contest: _____ Location: ____ Do you have contracts or arrangements made with contestants? □ NO Insurance Company: _____ Policy #: _____ (Attach Certificate of Insurance or Binder) LIST OF BOUTS Name Address Wgt Name Address Wgt 1. ______VS____ 2. ______VS ____ 3. ______VS____ 4. ______VS ____ 5. ______ 6. ______VS ____ Name of Physician: Address: NOTICE: ALL PROFESSIONAL BOUTS MUST BE SUBMITTED TO THE COMMISSION FOR APPROVAL BEFORE THEY ARE PUBLICIZED. APPLICATION FOR PERMIT MUST BE MADE AT LEAST FIFTEEN (15) DAYS IN ADVANCE OF THE PROPOSED DATE OF THE EVENT. RETURN TO: WV Athletic Commission, 900 Pennsylvania Ave, Suite 623, Charleston, WV 25302 Fax: 304-558-1428 E-mail: WVAthleticCommission@wv.gov Official use: PERMIT NO: ______ ISSUED BY: _____ DATE: _____

Revised 10/24/16

https://abc.mixedmartialarts.com/index.cfm?fa=main.home&pv=1

ATTENTION: New Event Process

- 1. We ask that promoters enter their events in advance so we may collect the event fee.
- 2. URL to give promoters: http://abc.mixedmartialarts.com/?fa=login.RequestCred
- 3. The promoter will fill out the form and we will send them instructions on entering their event.
- 4. The event if entered properly, will show up in your upcoming events list on this page.
- 5. You may then click on the event, and click "Generate Results PDF". The system will prefill all the available event information.

Once the event date has past, a form will show that allows you to upload the event results. This will move the event into a pending status.

Promoter's Instructional Manual

Official Mixed Martial Arts Registry



Association of Boxing Commissions

Mixed Martial Arts LLC

Official Mixed Martial Arts Registry



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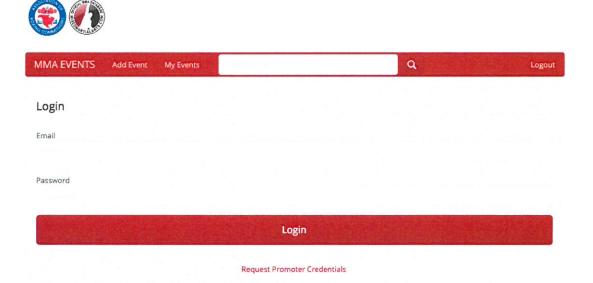
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III.	ENTERING YOUR FIGHT CARD	9
IV.	CHECKING SUSPENSION STATUS	12
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I. Requesting Credentials

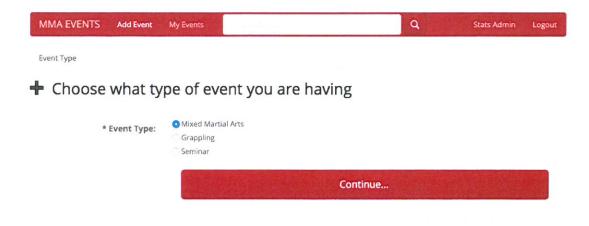
- 1) Visit http://abc.mixedmartialarts.com/?fa=login.RequestCreds
- 2) Enter the requested information, including the e-mail and password you want to use to login.
- 3) You will receive your information and confirmation e-mail within 24 hours.

II. Enter your event

- 1) After receiving confirmation e-mail, visit http://events.mixedmartialarts.com to log into events system.
- 2) Enter your new login credentials:

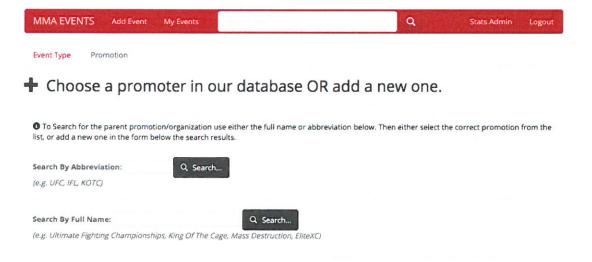


- 3) Choose to 'Add Event' from the navigation menu.
- 4) Choose the type of event you are entering:



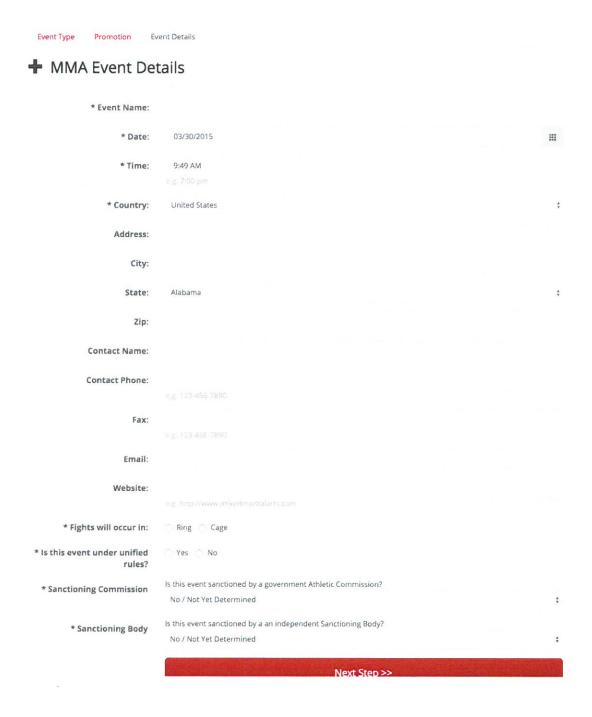
Back to top

5) Search for existing promotion or if necessary create a new promotion.



Back to top

6) Enter all pertinent information and make sure you are entering the correct athletic commission or sanctioning body:



7) If applicable, you will be notified of the results fee required by the athletic commission or sanctioning body.

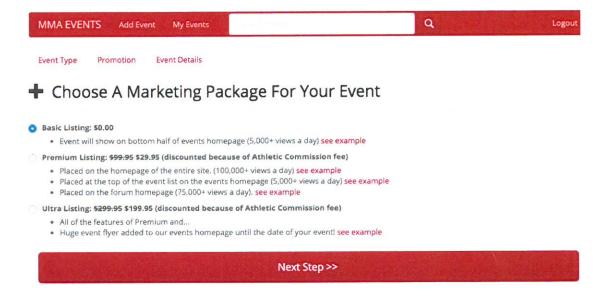




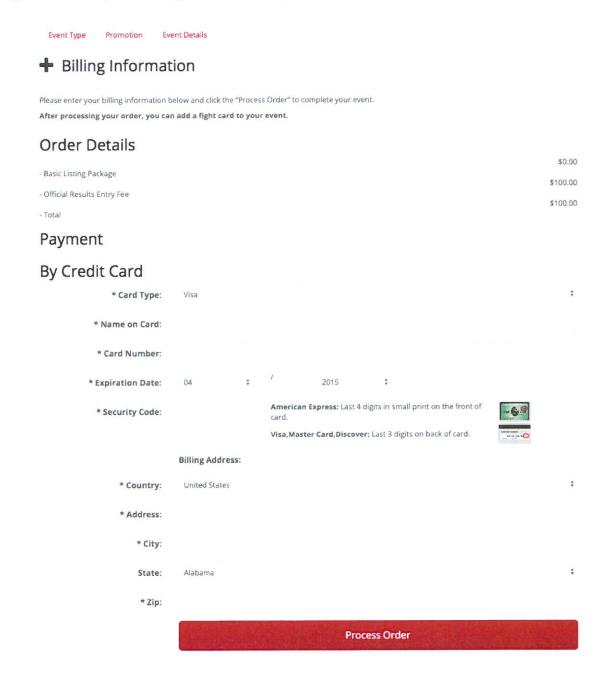


Back to top

8) If desire, choose an additional marketing package. There is no cost outside of the results fee required, but you may choose to increase marketing for your event.

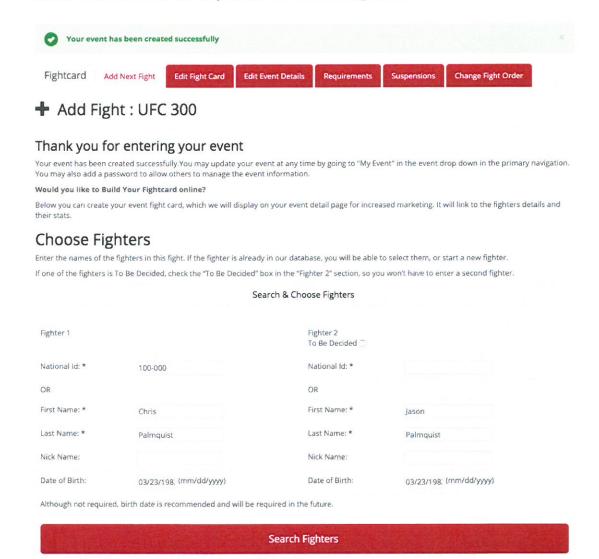


9) Enter all required billing information to process event order.

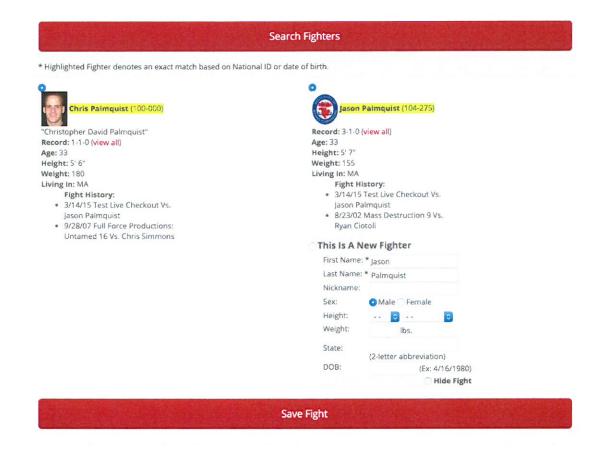


III. Enter your fight card

 Once your order is processed, you will receive a confirmation that your event has successfully been created and you can start to enter your fight card. Please enter as much information as possible for first two fighters:

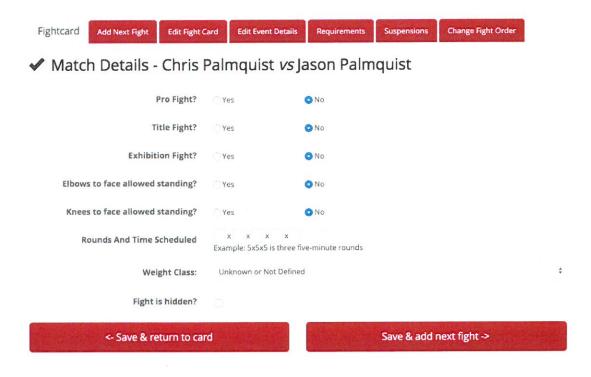


2) Our system will check your information against existing fighters in the database. Please choose each fighter or select 'This Is A New Fighter' to create a new athlete. Athletes whom are highlighted represent an exact match on either National MMA ID or date of birth.



3) Choose to 'Save Fight'

4) Now enter all the details for that bout and choose to 'Save & return to card' or 'Save & add next fight'. Repeat process until entire card is complete.

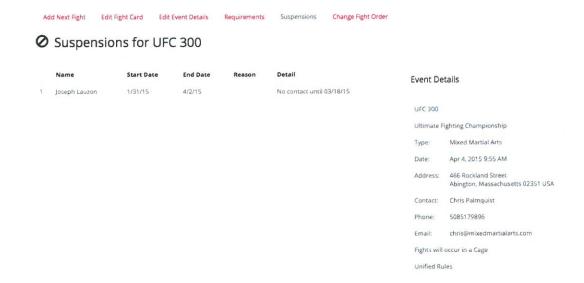


IV. Checking suspension status

 Any athletes who are currently suspended will be listed in yellow at the top of your fight. As a promoter you are only notified that athletes are under suspension, but will need to work with athlete and commission on clearing that suspension.

© Edit Fight Card Ultimate Fighting Championship > UFC 300 Fighters with Current or Pending Suspensions Please contact the Athletic Commission regarding these fighters: • joseph Lauzon

2) Alternately, you can choose 'suspensions' from the main navigation to see a quick list of all fighters on you card who are currently under suspension:



V. Checking status of bout

1) Each bout will have a 'status' in blue below the title of the bout. This status indicates the status of the bout with the commission. 'Open' is not yet reviewed by commission, 'Approved' is reviewed and approved, and 'Denied' is a bout review and denied by commission. You can also see any notes left by commission here.



VI. Deleting a bout

1) A bout can be deleted simply by choosing 'Delete Fight' in the menu to the right of the fight title.

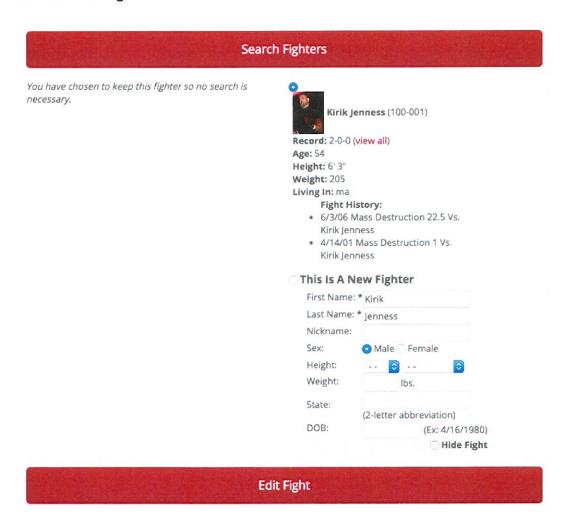


VII. Replacing a fighter

1) Choose 'Change Fighter' from the menu to the right of the fight title. You can choose to 'Keep a Fighter'. For any fighter you choose not to keep, enter as much pertinent information as possible before choosing to 'Search Fighters':

Change Fighters Enter the names of the fighters in this fight. If the fighter is already in our database, you will be able to select them, or start a new fighter. If one of the fighters is To Be Decided, check the "To Be Decided" box in the "Fighter 2" section, so you won't have to enter a second fighter. Current Fighters In This Fight VS Chris Palmquist Jason Palmquist Height: 5' 6" Weight: 180 Height: 5' 7" Weight: 155 Search & Choose Fighters Chris Palmquist @ Keep Fighter Jason Palmquist - Keep Fighter To Be Decided National Id: * National Id: * OR OR First Name: * First Name: * Kirik Last Name: * Last Name: * Jenness Nick Name: Nick Name: Date of Birth: (mm/dd/yyyy) Date of Birth: (mm/dd/yyyy) Although not required, birth date is recommended and will be required in the future. Search Fighters

2) Choose a new fighter from the options listed, or choose to create a new fighter and then click 'Edit Fight'



VIII. Changing Fight Order

1) From the fight card navigation menu, choose to 'Change Fight Order'. From here you can click and drag bouts to put them in the correct order. The bouts are listed from top to bottom. The top bout would be the first fight of the night and the bottom bout the main event. Choose to 'Save Order'



IX. Status of Requirements

 Each athletic commission has the option to use this system to communicate with the promoter in regards to the requirements required for athletes to compete in the bout. These requirements can be administrative or medical.

If you click 'Requirements' in the main navigation, you will get a summary view of your fight card and the status of each requirement for each fighter:





If your commission does not utilize this feature, you will see no requirements listed for the athletes on the card and you should work with the athletic commission directly in any existing method to make sure all athletes are cleared to fight.

WEST VIRGINIA STATE ATHLETIC COMMISSION

EVENT PERMIT



]
	Date issued:
No.	Date i

0		
	sued to:	

of

Organization

Promoter	

	ondiict
	To Hold or Conduct

on	
	Aprilla
at	

Commission Representative

Date



WEST VIRGINIA STATE ATHLETIC COMMISSION

Date: ____

\$ 0.00

0

Leon Ramsey	Paul Thornton	Tim Peasak, DO	Tony Figaretti	Vacant
Glenville, WV	Vienna, WV	Bridgeport, WV	Wheeling, WV	
(304) 462-5744	(304) 481-0772	(304) 842-3330	(304) 243-5625	

PROMOTERS REPORT

	on the	e day of		_, 20,
ermit number	·			
		Sponsors:		
PRICE OF TICKETS	NUMBER OF TICKETS SOLD	NUMBER OF COMPS	TOTAL TICKETS PAID & COMP	GROSS RECEIPTS
			0	\$ 0.00
			0	\$ 0.00
			0	\$ 0.00
			0	\$ 0.00
			0	\$ 0.00
MANUS			0	\$ 0.00
Y			0	\$ 0.00
			0	\$ 0.00
			0	\$ 0.00

NOTICE: PROMOTERS MUST COMPLETE AND FILE THIS REPORT WITH THE STATE ATHLETIC COMMISSION WITHIN 48 HOURS (2 BUSINESS DAYS) AFTER THE DATE OF THE EVENT. FAILURE TO COMPLY WITH THIS RULING MAY RESULT IN DISCIPLINARY ACTION.

0

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RETURN TO: WV Athletic Commission, 900 Pennsylvania Ave, Suite 623, Charleston, WV 25302
Fax: 304-558-1428 E-mail: WVAthleticCommission@wv.gov

TOTALS

177CSR1

TITLE 177 LEGISLATIVE RULE STATE ATHLETIC COMMISSION

SERIES 1 ADMINISTRATIVE RULES OF THE WEST VIRGINIA STATE ATHLETIC COMMISSION

§177-1-2. Definitions.

The words used in this rule shall have the following meanings, unless the content indicates a different meaning:

2.6. "Promoter" -- means any individual, club, corporation or association incorporated if necessary under the laws of the State of West Virginia engaged in the promotion of regularly scheduled or individual boxing shows or contests.

§177-1-6. Individual Sanction and Permits for Professionals and Amateurs.

- 6.1. Application for sanction. -- Before any professional boxing or amateur boxing performance shall be authorized in the State of West Virginia, the promoter shall obtain an individual sanction and permit from the Commission at least thirty (30) days before the date of any such contest or exhibition.
- 6.1.a. Requirements of applicants. -- Each application for sanction or permit of a professional fight shall name all contestants, the number of rounds and the date and place of the contest.
- 6.2. Permits. -- Request for event permits shall be submitted to the Commission thirty (30) days in advance. Permits will be issued by the Commission five (5) days in advance of all contests. Permits for events must be exhibited in a conspicuous place at the box office.
- 6.4. Pre-permit publicity. -- Under no conditions are the promoters permitted to give publicity to a card until the card has been approved by the Commission.
- 6.5.a. Notice. -- Notice of any change in the announced or advertised programs for any contest must be filed with the Commission and with the press at least four (4) hours prior to the contest, conspicuously posted at the box office and announced from the ring before the opening contest.
- 6.6. Substitutions Main bout. -- Substitutions will not be permitted in the main bout unless made forty-eight (48) hours before weigh-in time of the day of the contest and then only when the substitution has been approved by the Commission. Public notice must be made in the local press of the substitutions.
- 6.7. Late changes to bout card. -- The Athletic Commission shall have the authority to allow changes to the bout card on the day of the event if a scheduled contestant fails to attend the match, fails to pass the physical examination, fails to make the required weight for the fight, or for other good cause as determined in its discretion.

§177-1-8. Promoters Report.

8.1. Report required. -- Every promoter, club, association or corporation holding a boxing event, professional or amateur, must complete and file the promoter's report in the format provided by the

177CSR1

Commission. The report must be received by the chairman of the State Athletic Commission within four (4) business days after the date of the event.

- 8.2. Failure to submit report. -- Any licensee that fails to file a report of any contest within four (4) business days or makes an unsatisfactory report to the Commission shall be subject to penalties as set forth by this rule.
- 8.3. Report requirements. -- The promoter must file within four (4) business days after any bout or bouts a list of all matches which shall include the name of each participant, weight of each participant, address of each participant, and all decisions rendered by the judges.
- 8.4. Penalties. -- The Athletic Commission may impose an administrative penalty or suspend the license of any promoter for the failure to submit reports. The fine may not exceed \$100.00 per day for each day the report is not submitted after the fourth business day.

§177-1-15. Weigh-in.

15.3. Who must be present. -- Promoters or matchmakers must personally attend weigh-in ceremonies and are not permitted to delegate their duties to an assistant. Inspectors will not weigh-in boxers until the arrival of the promoters or matchmakers staging the contest. All equipment of contestants shall be approved by the inspector at weigh-in time.

§177-1-41. The Ring.

- 41.1. The ring shall be not less than 16 nor more than 24 feet square within the ropes, the ring floor to extend beyond the ropes not less than 18 inches. The ring posts shall not be nearer to the ring ropes than 18 inches. The ring shall be padded with felt, corrugated paper, matting or other soft material to a thickness of not less than 1 inch padding extending 1 foot beyond the ring ropes, with a top covering of canvas, duck or similar material tightly stretched and laced to the ring platform. Material that tends to gather in lumps or ridges shall not be used.
- 41.2. The ring shall not be more than 4 feet above the floor of the building or ground of an outdoor arena and shall be provided with suitable steps for the use of contestants. Ring posts shall not be more than 3 inches in diameter, extending from the floor of the building or ground to a height of 58 inches above ring floor.

41.3 The Athletic Commission shall determine all seating arrangements at ringside.