



2026 Alberta Bicycle Association Club Affiliation and Registration

We're excited to kick off the 2026 season, and we've got everything you need to complete your club's affiliation enclosed here!

A few important reminders to help ensure a smooth process:

- If your club has a new President, Representative, or contact address, please update us right away by contacting the ABA office. This ensures your club stays informed and receives all important updates. You can email any changes to us info@albertabicycle.ab.ca
- Your club, team or business must be affiliated with the ABA before your members can apply for their 2026 ABA licenses/memberships. Don't miss out on getting your riders ready for the season!
- Club affiliation lists are updated once per week.
- Clubs with outstanding invoices from 2025 (**races or memberships**) will need to clear these balances before 2026 registrations can be approved.

Let's make 2026 an incredible year for cycling! If you have any questions or need assistance, don't hesitate to reach out.

Wishing you all the best for a successful season ahead!

James Kendal

Executive Director
Road, MTB, CX, Gravel, Para Inclusive
+ Development

Tyla Thomsen

Executive Director
BMX, Track, Para Inclusive
+ Administration

780-427-6352 | info@albertabicycle.ab.ca

Alberta Bicycle Association, 11759 Groat Road, Edmonton AB T5M 3K6

Affiliate Information

The Alberta Bicycle Association (ABA) acts as the organizing body of cycling in Alberta. All organizations interested in affiliation with the ABA and Cycling Canada (CC) must register online through CCN bikes. The affiliation process must be completed before individual members can apply for their license. 2026 online registration can be completed here

For clarification on club guidelines and/or requirements please visit our Risk Management section on the website at <http://www.albertabicycle.ab.ca/risk-management>

Affiliation Instructions

1. Any returning club must first pay any outstanding invoices.
2. Fill out the Club Affiliation form online: <https://ccnbikes.com/#!/memberships/alberta-bicycle-association-sanctioning-2025-2026>
3. Forward any club events that are not included on the form to info@albertabicycle.ab.ca
4. For a number of years, the Alberta Bicycle Association (ABA) has used **Zone 4** to process individual memberships and club affiliations. Zone 4 has been an excellent partner, but the platform was originally designed for race registration and later modified to accommodate individual license registrations by connecting, through a legacy system, to UCI data via **CCN Bikes**. <https://www.uplifterinc.com/top-sports/cycling>

This legacy platform for licensing will no longer be supported.

What This Means for Clubs

Your club will have **two options** for handling membership fees going forward:

Option 1 – Not using CCN for club fees

- Participants register individually on CCN for **ABA memberships only**.
- Club fees are **collected separately** by your club.
- Clubs should adjust their internal fee structure (this would be the community level membership) to remove ABA and Cycling Canada license components.
- If you are not using CCN then you should provide a link on your website / registration page to the ABA membership portal (coming in late November)
- Participants pay online by credit card
- ABA membership fees are deposited directly into the ABA's bank account.
- Clubs can opt to join CCN later in the season by contacting Uplifter.

Option 2 – Using CCN to manage club fees

- Participants register individually on CCN for **both ABA memberships and club fees** in one transaction. This is performed as one transaction.
- Payments are made online by credit card (via CCN).
- Membership fees for ABA, your region, and your club are **deposited directly** into each organization's respective bank account.

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- <https://www.uplifterinc.com/top-sports/cycling>

Race and Event Registrations For **race and event registrations**, we will continue using **Zone 4**, as it remains fully compatible with our timing software and chip systems.

Affiliation Requirements

In order for a club to affiliate to the ABA and CC you will be required to agree to the affiliation policy through the registration platform. You can review the approved ABA affiliation policy here

<https://www.albertabicycle.ab.ca/uploads/files/Documents/policies/2026%20ABA%20Affiliation%20Policy%20Approved%20Oct%202025.pdf>

Affiliation Classification

Types of Affiliation

1. Provincial Clubs (Non-Profit)

- Must be incorporated as a Non-Profit Society with bylaws and a constitution.
- Membership is open to all individuals with a valid ABA membership.
- Must hold an Annual General Meeting (AGM) and maintain a board of directors.
- Must ensure all members hold valid ABA Memberships (Affiliate Club Membership or UCI License).
- Must establish and maintain bylaws, policies, and guidelines transferable between executives.
- Must have a risk management plan and provide member waivers to the ABA.
- All coaches, managers, personnel, and volunteers must adhere to the Responsible Coaching Movement <https://coach.ca/sport-safety/responsible-coaching-movement>

2. Business Affiliates (For-Profit or Non-Profit)

- May include bike shops, for-profit or non-profit race organizers, and commercial ride and training / coaching businesses.
- Race organizer activities that are open to non-members such as Gran Fondos, Gravel Events, Mountain Bike Races can be covered under the collective insurance program if sanctioned by the ABA and a Commercial Certificate of Insurance has been issued.

- All coaches, managers, personnel, and volunteers must adhere to the Responsible Coaching Movement <https://coach.ca/sport-safety/responsible-coaching-movement>

3. Provincial Trade Teams (Closed Membership)

- Privately owned and operated.
- Membership is by invitation/selection only.
- Athletes must hold a UCI Race License.
- Team Managers must hold a UCI Technical License.
- Must follow provincial/local regulations and ABA Safe Sport and Risk Management policies.
- All coaches, managers, personnel, and volunteers must adhere to the Responsible Coaching Movement <https://coach.ca/sport-safety/responsible-coaching-movement>

Jersey Colour & Design

In consideration of protected jersey designs in each province and the national team, all Affiliates with team kit are required to register official colours and a jersey/skinsuit design.

Clubs must contact the ABA office with any changes to colours and design prior to officially changing their jersey/skinsuit.

Registration of Main Sponsors

Riders may only be sponsored through their clubs; individual riders may not be directly sponsored. There is no limit on the number of sponsors.

Different riders in the same club may wear different sponsor logos, provided the jersey colours and design are the same.

International rules restrict sponsors to three and logos to certain sizes and places on jerseys for international events. Consult the [CC Technical Regulations](#) for details.

The club affiliation form only requires that clubs name the three biggest and most prominent sponsors. No further information is required.

Insurance Information

The ABA is part of The Cycling Canada Collective uses www.bficanada.ca as our insurance brokers, we carry \$10 million liability and personal accident insurance for each Racing Member and \$5 million liability and personal for Community members. Insurance for Affiliates is inclusive of **Abuse Incident Liability coverage** (\$2 million limit). All affiliated clubs and teams must participate in the ABA insurance program. Additional:

This program is paid for by each individual as a portion of their ABA affiliate club membership. You must meet the following conditions for the insurance policy to defend you in case of a loss:

- ✓ every member of the club has completed a waiver,
- ✓ your activities complied with the guidelines in this document,

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- ✓ your members are registered with the ABA

Summary of Sport Accident Insurance for UCI / Provincial Race Licenses

Coverage	Deductible	Insurance Limits
CGE3062211- Sport Participant Accident Coverage		
Sport Accident Insurance		
Accidental Death and Dismemberment Limit	N/A	\$50,000
Accidental Medical Expense Limit	N/A	\$15,000
Accidental Dental Expense Limit	N/A	\$10,000
Aggregate	N/A	\$1,000,000
Manuscript Endorsement: Physiotherapy Limits increased to \$1,500 Aggregate per Insured		

Summary of Sport Accident Insurance for Community Memberships

Coverage	Deductible	Insurance Limits
CGE3062211- Sport Participant Accident Coverage		
Sport Accident Insurance		
Accidental Death and Dismemberment Limit	N/A	\$10,000
Accidental Medical Expense Limit	N/A	\$10,000
Accidental Dental Expense Limit	N/A	\$ 1,000
Aggregate	N/A	\$1,000,000
Physiotherapy Limits reduced to \$100 per visit/\$500 Aggregate per Insured		

This coverage is in effect during any reported and approved club activities or events.

Additional Insurance Options

- **Club events with Liquor** (requires a Certificate of Insurance, COI, per Event) \$250 Per Event
- **Trail Maintenance** (trails with written approval from land owner) (\$5 million liability) \$595

Insurance Compliance Requirements

If an accident occurs, it must be documented and recorded. If there is personal injury or property damage the ABA must be notified immediately so we are able to notify the broker.

The [ABA Incident Report](#) should be the minimum level of documentation. The provision of additional documentation including witness statements, list of names involved, and photos of the scene is strongly encouraged.

Anyone wishing to put in a claim may do so directly through our brokers. All information and forms can be found at <https://www.albertabicycle.ab.ca/resources-insurance>

Waivers can be completed online provided the club is utilizing the ABA approved online registration system.

Anyone acting as a coach must have their NCCP coaching license (minimum Community Coach Trained status) through the Alberta Bicycle Association. Unlicensed coaches are not covered under the insurance policy, nor are athletes training while under their direction. Mountain Bike Instructors may register as PMBIA but may only act as an instructor with no race training.

Risk Management

Risk management requirements can be found at <http://www.albertabicycle.ab.ca/risk-management>
Safe Sport

All clubs must follow Safe Sport procedures, more information and all policies can be found at <http://www.albertabicycle.ab.ca/safe-sport>

Registered Affiliate Activities

- a. A detailed list of club activities must be submitted with the affiliation paperwork. Ongoing submission as activities change is permissible provided notice of a least one business day is received.
- b. Advance reporting of an activity indicates that some planning took place and that it is taking place under club rules, and the club executive is aware of the activity.

Club Participation

- a. All riders participating in a club activity must be a member of the club hosting the activity, except:
 - one-time tryouts
 - certain events that are open to the public may be eligible for sanctioning and insurance under a commercial event certificate
- b. Any club found allowing non-members to participate (excluding one-time tryouts) will find their insurance coverage void and affiliation status may be revoked.

**** Members can register with more than one club but only their primary club will be invoiced for insurance.***

Guidelines for Club Activities

One Time Tryout

A non member may participate in a club event on a one-time tryout sanction. Individuals are only allowed to try the sport once and they must sign the waiver before participating. All waivers must be kept on file and then forwarded to the ABA at the end of the season. You can find waivers here www.albertabicycle.ab.ca/clubs-information-resources

Sanctioned/Insured Event types

Approval by the ABA and permission may be revoked upon review of the documents at any time or as a result of a spot check. Certain types of competitive events may require an Event Permit.

Types of Events

Below is a description of the different club events that club can request sanctions for:

Club Rides

Group rides for club members may be in any cycling discipline. Organizing clubs are responsible for the [event management](#) procedures. Clubs may allow a non-member to participate as long as they follow the club try-out one time try out procedures. (Our insurers may ask for records of attendees of club rides at any time).

Coaching Clinics

Any coaching clinics hosted by an ABA affiliated club. All coaches should be NCCP certified and must have an ABA license or UCI license. Other club's members may attend a coaching clinic provided the ABA is informed in advance and clubs take full responsibility of verifying ABA insurance of all participants (including coaches).

Mid-Week Racing

A club level event which is open only to the organizing club's members or CC/UCI or Citizen License holders. Organizers are responsible for ensuring all participants have ABA insurance. Organizing clubs are responsible for the event management procedures, including ensuring that the size of the field and the number of riders in each group is not excessive with regard to the safety of the event. Organizers must have a minimum of a first aid responder onsite and one Commissaire. The Commissaire will NOT be assigned by the ABA.

District Racing (BMX)

A club level event which is open only to the organizing club's members or CC/UCI License holders. District Races count toward points and wins. Organizing clubs are responsible for ensuring all participants have ABA insurance. Community Membership (Formerly referred to as a General Membership) are not eligible for upgrade points or district points OR to participate in any type of racing activity (Community Membership in BMX is valid for practices only). Organizers must have a minimum of a first aid responder onsite and one commissaire.