

Bloomington Sports & Clubs Guidelines

Overview	<p>Employee-led sports leagues*/teams and clubs are coordinated by State Farm employee volunteers for the engagement and enjoyment of their peers.</p> <p>*Sports leagues may also be coordinated by third parties (local gyms or local parks and recreation departments).</p> <p>The Bloomington Link Center (b'link) will provide general oversight, including:</p> <ul style="list-style-type: none"> • Review/approval of: <ul style="list-style-type: none"> ○ Requests to form sports leagues/teams using State Farm facilities. ○ Requests to post State Farm sports league information for a third party. ○ Requests to form a club. <p>NOTE: Leagues/teams/clubs that pose an unreasonable level of risk are at the discretion of b'link.</p> <ul style="list-style-type: none"> ○ Promotional flyers used to solicit members or advertise events. <ul style="list-style-type: none"> • Ownership of: <ul style="list-style-type: none"> ○ Bloomington Sports and Club Guidelines, forms and processes. ○ Bloomington Sports (Leagues and Teams) and Clubs listing housed on the b'link community site.
Eligibility	<p>Membership is open to employees, dependents, externals, retirees and guests.</p> <p>NOTE: Guests should not comprise more than 20% of any team/club. League coordinators may lower this threshold at their discretion.</p>
Use of State Farm Facilities	<p>All company guidelines regarding admittance of employees AND non-employees to State Farm facilities will apply.</p> <ul style="list-style-type: none"> ○ State Farm Park hours and guest policy ○ Non-employee access <ul style="list-style-type: none"> ○ Dependents/retirees/guests must check in with Security before being escorted by an employee. ○ Those 16 and older are required to show a government issued photo id. <p>State Farm Park – League coordinators are responsible for providing Robert Waugh (PGT4) league schedules at the start of the session.</p>
Compliance	<ul style="list-style-type: none"> • No contracts should be signed on behalf of State Farm. • State Farm should not be part of your league/team/club name, or appear on any uniform. • All leagues/teams/clubs should comply with Company policy, including but not limited to: <ul style="list-style-type: none"> ○ Code of Conduct ○ State Farm Park Rules and Safety ○ Workplace Security Policy ○ Solicitation/Distribution Policy • Employees will NOT be paid to participate (in accordance with the Pay Policy) and are expected to use PTO to participate if activities fall within work hours. • Concerns regarding adherence to company policy or sportsmanship issues should be escalated to b-link@statefarm.com.
Logistics	<p>All logistics will be handled by league coordinators, team/club members and/or facility being used, including but not limited to:</p> <ul style="list-style-type: none"> • Adherence to sports/club guidelines and processes

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	<ul style="list-style-type: none"> • Creation of Yammer group or SharePoint site • Solicitation and sign-up of members • Fee Collection • Payments (i.e. officials) • Reservations for events • Scheduling of events
Fees	<p>State Farm will not cover any costs, sponsorships, or subsidies.</p> <p>Sports: Any enrollment fees incurred must be paid by the team members and will be coordinated by the league/team coordinator.</p> <p>Clubs: Clubs must be free to join.</p> <p>NOTE: League coordinators are employee volunteers and do not receive compensation.</p>
Waivers	<p>A State Farm waiver is required for all participants.</p> <p>Team/club coordinators are responsible for obtaining and retaining signed waivers on an annual basis.</p> <p>NOTE: Outside venues may require their own waivers.</p>
Advertisement	<p>The following media are approved for coordinators to promote their leagues/team/club:</p> <ul style="list-style-type: none"> • Yammer • SharePoint • b'link newsletter – submit your newsletter request to b-link@statefarm.com. • b'link community site - once approved, the b'link staff will update the listing of available teams/clubs.

Questions? Contact us at b-link@statefarm.com