



## ISR 14 Registration Required Forms and Actions

**ALL FORMS MUST BE RECEIVED BY MAY 19, 2017.**

**Submission of forms after May 19, 2017 may result in denial of entry to NSWC Carderock.**

Please read this memorandum in its entirety.

ISR 14 will use electronic registration utilizing electronic fillable forms for **ALL ISR CONTESTANTS, TEAM SUPPORT MEMBERS, and ISR VOLUNTEERS. ALL FORMS MUST BE SUBMITTED ELECTRONICALLY/EMAILED AS DIRECTED BELOW.**

These forms are **MANDATORY** and are required to ensure compliance with the host facility's (NSWC Carderock) security requirements and to meet the event's insurance requirements. In addition to the security and insurance requirements, the information you submit will also be used to produce facility access badges.

Registration is a three-step process.

1. **Step one – Register on the ISR website:** <https://www.onlineregistrationcenter.com/ISR14> (Please note – this secure website is hosted by the US Navy's Office of Naval Research and is not a public website)

**E-registration instructions** – the registration page is self-explanatory. You will be asked for your name, address, place and date of birth and citizenship. The registration page will also ask for your team name and school affiliation (drop-down lists). For the Submarine Name use "TBD" if you have not named your sub. If you plan on having a camera, video camera, cell phone with camera capability (even if you don't plan on using the camera part of it), or a laptop you will need a **CARDEROCK CAMERA PASS** –please provide the number of passes needed (one for each device) in the "Number of passes needed" box. Use N/A if you are not bringing any device for each box. Remember, this website will not accept your registration if you do not fill out all asterisk \* information.

2. **Step two – fill out and submit appropriate pdf forms (fillable).** Please save the completed pdf forms with your name as part of the file name (*lastname\_name of form* – for example *Smith\_liability.pdf*) and email to **Mike Tucker:** [registrar@internationalsubmarineraces.org](mailto:registrar@internationalsubmarineraces.org)

**The following two forms (fillable) are required to be submitted by ALL ISR CONTESTANTS, TEAM SUPPORT MEMBERS, and ISR VOLUNTEERS. US Citizens, 18 and older, have a third form (fillable) to fill out.**

- Form 5.2 Liability Release Form (all)
- Form 5.3 Medical Release Form (all)
- If you are a US citizen and 18 years or older, you must fill out and sign the Navy's form SECNAV 5512/1. Complete the fields in Blocks 1-12, 14-15 with SSN, 24, and 29 and sign in Block 31.

**In addition to forms 5.2 and 5.3, ALL DIVERS AND SWIMMERS must complete and submit the following form**

Form 5.4 Participant Medical History Form (divers/swimmers).

(Please note: An **Open Water SCUBA DIVING CERTIFICATION CARD** is required for ALL divers. You must bring this card with you and be ready to present it when requested)

**MEDICAL HISTORY - IMPORTANT NOTE:** If you have any questions about a diver's ability to dive at the ISR™ due to their medical history, please contact the ISR™ Diving Supervisor well in advance. ISRs are not considered sport diving. As we are working at a U.S. Naval facility, we are more conservative than many recreational training programs. All prospective racers/divers must have a clean bill of health, particularly with regards to pulmonary function and sinuses/ears. The Diving Supervisor is Vin Malkoski and may be reached at [dive.supervisor@internationalsubmarineraces.org](mailto:dive.supervisor@internationalsubmarineraces.org).

**3. Step three – when you have arrived for the races and are at the registration desk to receive your badge, you will asked to sign all forms (5.2 - 5.4).**

## **ADDITIONAL IMPORTANT ITEMS.**

**A. CAMERA, VIDEO CAMERA, CELLPHONE and LAPTOP REGISTRATION.** If you will have a camera, video camera, a cell phone with camera capability (even if you don't plan on using the camera part of it) or any type of laptop device with you on the facility, you must also obtain a **CARDEROCK CAMERA PERMIT** via the on-line registration. **Devices without prior requests will be surrendered for the day upon arrival at NSW Carderock. NO EXCEPTIONS.**

**B.** In addition to the registration and forms submittal requirements, **ALL ISR CONTESTANTS, TEAM SUPPORT MEMBERS, and ISR VOLUNTEERS must present PROOF OF IDENTITY** any time you are entering NSW Carderock. This proof of identity is as follows:

**US Citizens PROOF OF IDENTITY:** A picture ID (e.g. US Driver's License) is required for entry to NSW Carderock.

**Non-US citizens PROOF OF IDENTITY:** A picture ID (e.g. driver's license or passport) is required for entry to NSW Carderock. A copy of your "Resident Alien Form" form is required for entry to NSW Carderock if you are a Resident Alien.

**C.** An **Open Water SCUBA DIVING CERTIFICATION CARD** required for ALL divers. You must bring this card with you.

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**Need Help - [Contestant.Liaison@internationalsubmarineraces.org](mailto:Contestant.Liaison@internationalsubmarineraces.org)**

# Required Forms and Actions

(ALL must be completed by May 19, 2017)

## U.S. Citizen

- Complete Electronic Registration at <https://www.onlineregistrationcenter.com/ISR14>.
- Email Completed ISR Forms to **registrar@internationalsubmarineraces.org**:
  - 5.2 Liability Release Form (all)
  - 5.3 Medical Release Form (all)
  - 5.4 Participant Medical History Form (divers/swimmers)
- Email Completed Navy SECNAV5512/1 Form (US citizens 18 years and older) to **registrar@internationalsubmarineraces.org**

## Non-U.S. Citizen

- Complete Electronic Registration at <https://www.onlineregistrationcenter.com/ISR14>.
- Email Completed ISR Forms to **registrar@internationalsubmarineraces.org**:
  - 5.2 Liability Release Form (all)
  - 5.3 Medical Release Form (all)
  - 5.4 Participant Medical History Form (divers/swimmers)

Use file format (lastname\_name of form – for example Smith\_liability.pdf)