

## INSTRUCTIONS FOR ICF ATHLETE CHANGE OF INFORMATION FORM

Athletes are responsible to notify the ICF of any plans that differ from those previously reported. Use this form only when you need to temporarily update your athlete whereabouts form.

### PLEASE READ BEFORE FILLING OUT THE ATHLETE CHANGE OF INFORMATION FORM

#### Contact Information

This information allows Doping Control Officers to correctly identify you. Providing complete and accurate information also means the minimum inconvenience to you.

#### PERSONAL INFORMATION

Provide any new contact information or changes to telephone numbers, mobile numbers or email address.

#### NEW RESIDENTIAL ADDRESS (R)

Provide the address where you will be living permanently: the house number, street, town/city, state/province, postal code and country. A PO Box is not acceptable as a residential address.

#### NEW MAILING ADDRESS

Provide your mailing address if different than your residential address. This is the address the ICF will address all future mailings until a new mailing address is provided.

#### Location/Schedule Updates

Only complete those sections which have CHANGED since you submitted your six-month location form. Provide as much detail as possible.

#### TRAINING CHANGES

Provide details of any change in your training venues, including full address and/or training days and times.

#### OTHER REGULAR ACTIVITIES CHANGES

Provide details of any change to your regular activities (school, work, etc.) pertaining to location, dates or times.

#### ADDITIONAL TEMPORARY RESIDENTIAL ADDRESSES

Provide the full addresses, and dates of any additional places you will be staying at during the six-month period.

#### UPDATES TO TRAINING CAMP/COMPETITION SCHEDULE

Provide the name, full addresses and dates of any additional training camps or competitions you will take part in during the six-month period, or any changes to those already identified.

#### Contact Details

Please send the form to be received at least 5 days in advance of changes by e-mail, or fax to:

**Fax: +613-521-3134 (Please mark attention to Matthew Koop)**

**Email: [icfwhereabouts@cces.ca](mailto:icfwhereabouts@cces.ca)**