

**APPLYING/RENEWING AN ATHLETE AGENT LICENSE IN WEST VIRGINIA
ACCORDING TO THE UNIFORM ATHLETE AGENTS ACT
Chapter 30, Article 39 of the WV Code**

All athlete agents are required to register with the Secretary of State's office prior to entering into a contract with a student-athlete or directly or indirectly recruiting or soliciting a student-athlete to enter into an agency contract. An athlete agent does NOT include a spouse, parent, sibling, grandparent, or guardian of the student-athlete or an individual acting solely on behalf of a professional sports team or organization.

A certificate of registration as an athlete agent is valid for two (2) years.

**Fees: \$50.00 original application
\$10.00 renewal application**

Complete all sections of the application. You may attach any additional information as required.

SECTION I: APPLICANT INFORMATION

SECTION II: BUSINESS INFORMATION

Question #9 – If your business is...

NOT a corporation = *list must include partners, members, officers, managers, associates, or profit-sharers of the business*

A corporation = list *must include officers, directors and any shareholders having an interest of 5% or more*

SECTION III: EDUCATION/TRAINING INFORMATION

SECTION IV: ADMINISTRATIVE/COURT PROCEEDING INFORMATION

When considering an application for an athlete agent, the following are considered:

Has the applicant or any person named in **SECTION II: Business Information** of the application:

1. Been convicted of a crime that, if committed in this state, would be a crime involving moral turpitude or a felony;
2. Made a materially false, misleading, deceptive, or fraudulent representation in the application or as an athlete agent;
3. Engaged in conduct that would disqualify the applicant from serving in a fiduciary capacity;
4. Engaged in conduct prohibited by section fourteen of this article;
5. Had a registration or licensure as an athlete agent suspended, revoked, or denied or been refused renewal of registration or licensure as an athlete agent in any state;
6. Engaged in conduct, the consequence of which, was that a sanction, suspension, or declaration of ineligibility to participate in an interscholastic or intercollegiate athletic event was imposed on a student-athlete or educational institution; or
7. Engaged in conduct that significantly adversely reflects on the applicant's credibility, honesty or integrity.

In making a determination in regard to the above information, the Secretary of State shall consider:

1. How recently the conduct occurred;
2. The nature of the conduct and the context in which it occurred; and
3. Any other relevant conduct of the applicant.

SECTION V: CLIENT INFORMATION

SECTION VI: PERSONAL REFERENCES

SECTION VII: OATH/AFFIRMATION

**A civil penalty up to \$25,000 may be assessed for a violation of the Uniform Athlete Agents Act.*

**Upon receipt in the Secretary of State's office, all applicants for athlete agent are public information.*

Prohibited Conduct of an Athlete Agent (WV Code 30-39-14)

An athlete agent, with the intent to induce a student-athlete to enter into an agency contract, may not: *(the following actions are felonies)*

1. Give any materially false or misleading information or make a materially false promise or representation;
2. Furnish anything of value to a student-athlete before the student-athlete enters into the agency contract; or
3. Furnish anything of value to any individual other than the student-athlete or another registered athlete agent.

An athlete agent may not intentionally: *(the following actions are misdemeanors)*

1. Initiate a contract with a student-athlete unless registered under this article;
2. Refuse or fail to retain or permit inspection of the records required to be retained by section thirteen of this article;
3. Fail to register when required by section four of this article;
4. Provide materially false or misleading information in an application for registration or renewal of registration;
5. Predate or postdate an agency contract; or
6. Fail to notify a student-athlete before the student-athlete signs or otherwise authenticates an agency contract for a particular sport that the signing or authentication may make the student-athlete ineligible to participate as a student-athlete in that sport.



Contract Information (Required WV Code 30-39-10)

All agency contracts must contain the following in boldface type in capital letters.

WARNING TO STUDENT-ATHLETE

IF YOU SIGN THIS CONTRACT:

1. **YOU MAY LOSE YOUR ELIGIBILITY TO COMPETE AS A STUDENT-ATHLETE IN YOUR SPORT;**
2. **IF YOU HAVE AN ATHLETIC DIRECTOR, WITHIN 72 HOURS AFTER ENTERING INTO THIS CONTRACT, BOTH YOU AND YOUR ATHLETE AGENT MUST NOTIFY YOUR ATHLETIC DIRECTOR; AND**
3. **YOU MAY CANCEL THIS CONTACT WITHIN 14 DAYS AFTER SIGNING IT. CANCELLATION OF THIS CONTRACT MAY NOT REINSTATE YOUR ELIGIBILITY.**

If you have any questions, please contact...

West Virginia Secretary of State

Attention: Licensing Division
State Capitol Building
Charleston, Wv 25305

Phone: (304) 558-6000

Toll free: 1-866-767-8683

Email: licensing@wvsos.com

Web page: www.wvsos.com

State of West Virginia
Secretary of State
"GHU7 Ud]rc`6 i]X]b[
Charleston, WV 25305
*****Dhone: fB04L558-6000
*****9 mail: `]Wbg]b[@wvsos.com

*****APPLICATION FOR REGISTRATION AS AN ATHLETE AGENT

SECTION I: APPLICANT INFORMATION

1. Name of Applicant: _____
2. Residence Address: _____

3. Residence Phone: _____
4. Birthdate: _____ 5. Social Security Number: _____

SECTION II: BUSINESS INFORMATION

6. Business Name: _____
7. Business Address: _____

8. Business Phone: _____
9. Business Officers:

If your business is not a corporation, please list the names & addresses of the partners, members, officers, managers, associates or profit-sharers of the business.
If your business is a corporation, please list the officers, directors or any shareholders having an interest of 5% and greater.

- Name: _____ Title/Company: _____
Address: _____
Name: _____ Title/Company: _____
Address: _____

10. Business/occupation engaged in within previous five (5) years: _____

SECTION III: EDUCATION/TRAINING INFORMATION

11. Please list any formal training as an athlete agent: _____

12. Please list any practical experience as an athlete agent: _____

13. Please list educational background: _____

SECTION IV: ADMINISTRATIVE/COURT PROCEEDING INFORMATION

14. Have you ever been convicted of a crime involving moral turpitude or any felony in any state during the past ten (10) years? _____ If yes, please provide details. _____

15. Have you ever been sued by an athlete? _____ If yes, please provide details. _____

16. Have you ever filed bankruptcy? _____ If yes, please provide details. _____

17. Has any surety bond on which you were covered been required to pay any money on your behalf? _____ If yes, please provide details. _____

18. Have you ever been named in an administrative or judicial determination of false, misleading or deceptive fraudulent representation? _____ If yes, please provide details. _____

19. Have you ever had a professional license, certificate or registration denied, suspended or revoked by any other state? _____ If yes, please provide details. _____

20. Have you ever had any sanction, suspension or disciplinary action as a result of occupational or professional conduct or conduct resulting in sanction, suspension or declaration of ineligibility of a student-athlete or educational institution? _____ If yes, please provide details. _____

SECTION V: CLIENT INFORMATION

21. Please provide the name, sport and last known team for each individual for whom you have acted as an athlete agent during the previous five years.

Name: _____
 Sport: _____ Team: _____

SECTION VI: PERSONAL REFERENCES

22. Please provide the names and addresses of three individuals who are not related to you as references.

1) Name: _____
 Address: _____

2) Name: _____
 Address: _____

3) Name: _____
 Address: _____

SECTION VII: OATH / AFFIRMATION

State of _____, County of _____.

I, _____, do hereby certify under penalty of law, that the information contained herein is true, correct and complete to the best of my knowledge. I am aware that, should an investigation at any time disclose any such misrepresentation or falsification, my application could be rejected or my certification revoked by the Secretary of State.

Signature of Applicant

Subscribed and sworn before me on this _____ day of _____, _____.

My commission expires on _____.

Signature of Notary Public