

## FILING CHECKLIST

Before submitting your registration to the Director, please review the checklist below that applies to your health club to make sure that all necessary documents to process your registration are included.

### REGISTRATION WITH FINANCIAL SECURITY

- \_\_\_\_\_ Fully Completed Registration Application
- \_\_\_\_\_ Fully Completed Certificate of Compliance
- \_\_\_\_\_ Original Bond or Letter of Credit
- \_\_\_\_\_ Blank Copy of your Health Club Contract\*

### REGISTRATION EXEMPT FROM FINANCIAL SECURITY

- \_\_\_\_\_ Fully Completed Registration Application
- \_\_\_\_\_ Fully Completed Certificate of Exemption
- \_\_\_\_\_ Blank Copy of your Health Club Contract\*

**\*\*Before submitting your registration materials**, please consult your attorney to ensure that your health club contract contains all of the contractual provisions required by the HCA. Your registration application cannot be processed if your contract does not comply with the HCA.