



Out of Province Travel by Swim Ontario-Affiliated Clubs

Training Camps, Swim Meets, Out-of-Province Practice Time

Notice of Travel

For travel anywhere outside of Ontario, clubs are required to submit a [Notice of Travel](#) using the link found on the Swim Ontario website - under [Insurance](#). This form must be submitted by the club, not by a parent of a swimmer. The Notice of Travel must be submitted a minimum of 2 weeks prior to the departure date. Travel may be for training camps, swim meets, or practice time at out-of-province pools. Note: If two or more clubs are travelling together, each must submit their own form. Further, if a swimmer from one club is travelling with another club, each club must submit their own separate form.

What is Required

This Notice of Travel will require you to input all of the travel details - destination address, number of swimmers and staff (staff = coaches+chaperones) - and you'll need to attach a **Participant List** which includes all swimmers, coaches and chaperones.

Assumption of Risk Waiver

Clubs will be required to have each **participant** complete the [Acknowledgement and Assumption of Risks Form for Out of Province Travel](#) can be found on the Swim Ontario website under [Insurance](#). These completed forms should be kept on file by the club and are not submitted to Swim Ontario.

Purchasing Travel Insurance

Team travel insurance may be purchased through the Notice of Travel Form. Note that all **participants** (swimmers, coaches and chaperones) must be included on this travel policy. **Coverage cannot be purchased for some, but not all participants.** Details regarding team travel coverage can be found in the [2025-2026 Summary of Insurance Coverage](#). *Note that this travel policy does not include cancellation coverage should a participant become unable to travel prior to the trip.*

Certificate of Insurance Requests from Out-of-Province Pools

Oftentimes, destination facilities will request a certificate of insurance from Swim Ontario-affiliated clubs as part of their booking process. Should you require a certificate of insurance, please submit the [Certificate of Insurance Request form](#) and it will be emailed back to you shortly.

Should you have any questions related to team travel, the Notice of Travel process or certificate of insurance requests, please contact Kirsti at kirsti@swimontario.com.