



Requesting Activity Cards

Prior to requesting cards, all annual dues, fees, catastrophic insurance and any outstanding invoices from the previous year must be paid.

For membership invoices click **HERE**

Step 1:

School information must be updated online **and a confirmation email sent** to Tyler Ostler (ostlert@idhsaa.org)

Step 2:

Download your card list by clicking **HERE** and selecting **card order form**.

Step 3:

Submit your card list to Amanda Quinlan (quinlana@idhsaa.org) **electronically**.

- Send the document as an attachment to your email message. Include in your email message, **the name of school, mailing address and PO#**, if applicable.
- Please list a name **one time only**, even if the person is coaching several activities.

Please note:

- Lists that are faxed, scanned or mailed **WILL NOT** be considered.
- Cards **will not** be issued to coaches of activities for which the school has not paid the activity fee.
- If you have any questions regarding activity cards, please see the Activity Card Guidelines link (click **HERE**) or call Amanda at the IHSAA office @ 208-375-7027.