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## **Prepare for Changes to On-Site Application Process**

New policy encourages promoters, participants not to wait until day of event

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- **Effective July 1, 2016**, ALL professional licenses for boxers, martial artists, trainers, seconds, cut men, and managers **issued on-site** by DPOR at an event will be subject to an **additional \$35.00** on-site processing fee.
- To avoid the extra on-site processing fee, applications must be received by DPOR no later than 12:00 noon **the day BEFORE the event's initial weigh-in**.
- If an application is not received by DPOR by the noon deadline the day BEFORE the event's initial weigh-in, the separate on-site application form and the additional on-site processing fee will be required.
- **DPOR strongly encourages promoters** to inform professional boxers, martial artists, trainers, seconds, cut men, and managers to complete their applications without delay, as soon as they know they will be participating in an upcoming event.
- Beginning July 1, 2016, DPOR staff will only be able to process the on-site application forms at events and **cannot waive the mandatory \$35.00 on-site processing fee**.

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Any individual who is not properly licensed PRIOR TO the start of the event in one of the following ways will not be allowed to participate:

1. Submit a completed standard application and fee any time BEFORE noon on the day before the event's initial weigh-in **OR**
  2. Complete the separate on-site application form and pay the additional on-site processing fee (above and beyond the standard application fee) at the event
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- The additional on-site processing fee *does not apply* to licenses issued to promoters or matchmakers because they already must apply at least 30 days prior to an event.