

Club Affiliation Form 2016-17



Please Note: This form MUST be submitted to Athletics Victoria with completed membership forms for all executive members and delegates listed along with the specified fee. For insurance purposes, office bearers are required to be members of Athletics Victoria, regardless of club category, and have a Working With Children Check. Affiliation WILL NOT be processed unless all paperwork has been received. Submissions of AV forms offline includes a \$10 processing fee.

Athletics Victoria ABN 47 382 664 821
When completed and signed this form constitutes a tax invoice.

Club Details

* General enquiries will be directed to your club's email address (listed below)

Club					
Category	<input type="checkbox"/> Metro Club	<input type="checkbox"/> Country Club			
Address	Street Address/PO Box	Suburb/Town	Postcode		
Website					
Club email*					
Disciplines	<input type="checkbox"/> Horizontal Jumps	<input type="checkbox"/> Throws	<input type="checkbox"/> Sprints	<input type="checkbox"/> Middle Distance/Distance	
	<input type="checkbox"/> Vertical Jumps	<input type="checkbox"/> Walks	<input type="checkbox"/> Hurdles	<input type="checkbox"/> Cross Country/Road Racing	

Office Bearers

* All registration enquiries will be directed to your nominated club registrar

President*	Name	Member #
Secretary*	Name	Member #
Treasurer	Name	Member #
Registrar*	Name	Member #
IT Rep.	Name (if applicable)	Member #

Delegates

Figures based on 2014-15 Membership

1st Delegate	Name	15/20 - 50 Members
2nd Delegate	Name	51 - 100 Members
3rd Delegate	Name	101 - 150 Members
4th Delegate	Name	151 - 200 Members
5th Delegate	Name	200+ Members

Affiliation Fees

(please tick)

Metro Club
\$450

Country Club
\$350

Athletics Victoria Affiliate fees can be paid by cash or credit card.

Please complete and submit this form to AV along with your club's registration forms and payment.

CREDIT CARD PAYMENT (MASTERCARD & VISA ONLY):

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardholder Name:				Cardholder Signature:				Expiry: /		cvv:	

Office Use Only

Date Received:

Payment Method:

Processed By:

AV Competing Club Affiliation Check List 2016-17



(please tick)

Completed all sections on Club Affiliation Form and attached payment for relevant fee.

Please ensure you have listed your current club email address. This is where all emails that are sent to your Club will be directed.

Attached membership forms for all those listed on the Club Affiliation Form (unless already registered) including club delegates with the prescribed fee.

Please note club affiliations will not be processed unless membership forms are attached. For insurance purposes all office bearers are required to be members of Athletics Victoria and have a valid Working With Children Check.

Attached a copy of the club's latest Annual Report.

Advised the AV Club Development Manager, Kirby Ellis (kirby@athsvic.org.au) of any club uniform changes or updates.

Please note that Club Affiliation Forms must be submitted to the Athletics Victoria office no later than close of business Friday 29 April, 2016.

To be eligible to vote at the Athletics Victoria General Meetings, affiliation fees must be paid by Thursday 30 June 2016. Changes in office bearers and delegates must be on club letterhead and be signed by the Club Secretary or President. Amendments to delegates must be received by Athletics Victoria by 5:00pm the day prior to the Annual General Meeting.

We draw your attention to the following AV By-Laws:

1.2 Any existing athletics club seeking to renew affiliation with Athletics Victoria will provide to Athletics Victoria:

- a) a completed application for club affiliation together with the prescribed fee;
- b) any changes to its constitution, rules and/or by-laws, including changes to club colours or uniforms, and;
- c) completed registrations for mandatory office bearers of the club.

1.3 An affiliation shall be for the period 1 April to 31 March of the following year subject to the granting of the application for membership.

1.4 Affiliation of an existing athletics club will only be granted where the affiliated athletics club had at least 20 Competing Eligible Athlete members (as defined in By Law 3.3) if participating as a Metropolitan Club or 15 Competing Eligible Athlete members if participating as a Country Club. Registration numbers will be taken from the previous year's membership statistics.

1.5 Affiliated athletics clubs that do not complete re-affiliation procedures prior to the end of June will not be entitled to participate in any general meeting of Athletics Victoria nor will its members be entitled to compete in any event conducted by or under the auspices of Athletics Victoria until it re-affiliates with Athletics Victoria.

1.6 Affiliated athletics clubs that do not complete re-affiliation procedures prior to the end of June will cease to be affiliated members of Athletics Victoria and when seeking to renew affiliation will be required to make application for affiliation as per By-Law 1.1.

1.7 An affiliated athletics club will at least once in each year hold a general meeting of its members for the purpose of presenting an annual report and financial statement to the meeting. A copy of the annual report will be forwarded to Athletics Victoria within 28 days, together with a list showing the names and addresses of the club's office bearers.

Should you have any queries, please contact the AV Club Development Manager Kirby Ellis - kirby@athsvic.org.au.