Services _____

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ABN 80 362 146 367

APPLICATION FOR AFFILIATION

MEMBERSHIP YEAR 01/07/2017 - EXPIRES 30/06/2018 L Club Affiliate ☐ Commercial Group Agricultural / Show Society Sport Affiliate/Schools ∐ New Renewal Affiliate Details (PLEASE PRINT IN BLOCK LETTERS) Organisation Name: Contact Person: Position: Postal Address Post Code: ____ Telephone: (BH): () AH: () Mobile: _____ Email: _____ Website address ______ Has your organisation been affiliated with EV before? No Yes Previous # Primary Contact Details (required fields)Name President email _____ Position PH: ______ PH(M) _____ Personnel details (required fields for Clubs only) No. of Office bearers ______ No. of Staff _____ President name _____ PH No _____ Email Secretary Ph Secretary email ______ Treasurer Name _____ Treasurer email **Membership details** (Required fields for Clubs only) Total club members _____ No of non EA ____ ____No of EA _____ Club member type ______ No of members _____ Club member type ___ No of members Club member type ______ No of members _____ No of members Club member type List the maximum number hosted by the club on any one activity day; Activity days Horses Volunteers _____ Spectators _____ **Income Status** (Required fields for Clubs only) Professional Please list all (other than tuition):

Total assets _____ Total liabilities _____

Total Income _____ ABN _____

Activity details (required fields)

	0	Dressage	0	Vaulting	0	Driving	0	Hunting	0	Agistment
Primary	0	Jumping	0	Show Horse	0	Reining	0	EA Education	0	Lessons
activity	0	Eventing	0	General Riding	0	Endurance		Programs	0	Events
(only select	0	Para-	0	Trail/social	0	Pony Club/	0	Fundraising	0	Other:
one)		Equestrian		rides		Mounted Games	0	Stud Book		
One)										
	0	Dressage	0	Vaulting	0	Driving	0	Hunting	0	Agistment
Additional	0	Dressage Jumping	0	Vaulting Show Horse	0	Driving Reining	0	Hunting EA Education	0	Agistment Lessons
Additional activities			_		0 0	•	0	•	0 0	Lessons
activities	0	Jumping	0	Show Horse	-	Reining	0 0	EA Education	0 0 0	Lessons
activities (select all	0	Jumping Eventing	0	Show Horse General Riding	0	Reining Endurance	0	EA Education Programs	-	Lessons Events
activities	0	Jumping Eventing Para-	0	Show Horse General Riding Trail/social	0	Reining Endurance Pony Club/	0	EA Education Programs Fundraising	-	Lessons Events Other:

Affiliation requirements

Along with this 2 page form, copies of the below must be provided as part of the affiliation application;

- Proof of Current Incorporation (Certificate and/or Proof of your Last Annual Statement lodged)
- 2. A copy of your Constitution
- 3. Club Constitution (Commercial Groups exempt)
- **4.** A copy of Public Liability Insurance Certificate of Currency. (MUST be for \$20,000,000 or more with a minimum of 12 months coverage)
- 5. A copy of Risk Management Policy and Manual.
- **6.** A description of club activities, including: The nature and number of active days of club events.
- 7. A Full list of all the members of your club.

Affiliations will not be finalised until all paperwork has been received and accepted by the EA

State Branch office.

DECLARA	ATION – THIS MUST B	E SIGNED	
I hereby make application with Equestria Regulations of the FEI and Equestrian Au		•	
X			
Signature	Position He	eld	Date
All Fees Include GST			
	Renewal Fees	New Fees	
Agricultural / Show Society:	\$175	\$200	
Club:	\$275	\$300	
Sport Affiliate /Schools:	\$275	\$300	
Commercial:	\$1725	\$1750	
Payment Details: I enclose a cheque	for \$	payable to E	questrian Victoria
	Or		
Char	ge my: VISA / MASTER	CARD	
Cardholder Name:	Signature	:	
Card No:	_/	/	
Expiry D	oate: / CVC:		

Club Volunteer Management Policy All affiliated clubs must ensure a positive working environment for volunteers, tick whe appropriate • Your club has a designated Volunteer Coordinator • Your club provide volunteers with free volunteer packs • Your volunteers are provided with food and drink • Your volunteers are reimbursed for expenses Club Facilities Please include information with regards to the equestrian facilities utilised by the club their various events. Do you have your own club facilities? • Yes – please tick appropriate • Leased • Owner Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc.	What	t is your clubs stated purpose?
All affiliated clubs must ensure a positive working environment for volunteers, tick whe appropriate • Your club has a designated Volunteer Coordinator • Your club provide volunteers with free volunteer packs • Your volunteers are provided with food and drink • Your volunteers are reimbursed for expenses Club Facilities Please include information with regards to the equestrian facilities utilised by the club of their various events. Do you have your own club facilities? • Yes – please tick appropriate Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc.		
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 Your volunteers are provided with food and drink Your volunteers are reimbursed for expenses Club Facilities Please include information with regards to the equestrian facilities utilised by the club of their various events. Do you have your own club facilities? Yes – please tick appropriate Leased Owner Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc. No	•	Your club has a designated Volunteer Coordinator
Club Facilities Please include information with regards to the equestrian facilities utilised by the club of their various events. Do you have your own club facilities? Yes – please tick appropriate Leased Owner Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc.	•	Your club provide volunteers with free volunteer packs
Club Facilities Please include information with regards to the equestrian facilities utilised by the club of their various events. Do you have your own club facilities? Yes – please tick appropriate Leased Owner Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc.	•	Your volunteers are provided with food and drink
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Complete venue details- facilities eg address, stables, number of arenas, equipment ow etc. No	Pleas their	e include information with regards to the equestrian facilities utilised by the club for various events.
etc. No		Yes – please tick appropriate Leased Owner
_		plete venue details- facilities eg address, stables, number of arenas, equipment owner
_		
_		
What other venues do you utilise for your events (eg. Name the club/facility you use)		No
	What	other venues do you utilise for your events (eg. Name the club/facility you use)

Key features of a well-run club is that its members have a clear understanding of how the

1. Club Mission and Purpose

4. **Equestrian Victoria Standards-** please tick to acknowledge your clubs compliance

All affiliation fees are paid on time in accordance with EV procedures
All clubs and events are expected to display the EV logo in programmes, websites, newsletter and any other publicity documentation.
All events are conducted by EA registered NCAS Coaches, judges and officials
The club Public Liability Insurance standards meets EV's requirements
A first aid kit is on site at all club events
A first aider is on site at all Show Jumping, Dressage and Show Horse events and an ambulance is present at all Eventing events (as per EA rules).
Has your club got procedures in place regarding Working with Children Checks?
The club maintains a full record of all members' information and demographics

A full list of all of your club members MUST be supplied.

Check List ✓

Please make sure you supply the following with your application or it will be sent back and not processed:

1. Completed Application Form with payment including all fields filled out and the application signed.
2. Proof of Current Incorporation (Certificate of Incorporation and/or Proof of your Last Annual Statement lodged)
3. A copy of your Constitution. If you have already provided this document to our office please tick here
4. A copy of Public Liability Insurance Certificate of Currency. (MUST be for \$20,000,000 or more with a minimum of 12 months coverage) You must supply the certificate your insurance company supplies to you that names your club as the policy holder. A copy of a tax invoice OR the companies policy is not enough.
5. A copy of Risk Management Policy and Manual. If you have already provided this document to our office please tick here
6. A description of club activities, including: The nature and number of active days of club events
7. A Full list of all the members of your club.