



## **TRIATHLON WA CLUB AFFILIATION POLICY**

Each Club must apply for re-affiliation by 30 June each year (from 2008) by completing and returning to TWA the current season application form accompanied by the appropriate affiliation fee. On 1 July 2008 those fees were based on membership in the 2007/8 season at \$100 for less than 50 members and \$200 for more than 50 members.

The latest Annual Report, including the audited annual accounts and Certificate of Currency (demonstrating Club Insurance coverage for the following season) should accompany the application form. In addition, the Club should provide a copy of their Constitution and Certificate of Incorporation at a minimum every three years, or when altered.

On the Application Form the Club is required to identify a Contact Person (for mail outs, membership enquiries and public enquiries from website etc), along with details of the current Club Office Bearers. Changes to any of these details should be advised to TWA as and when they occur.

Each Club is also required to identify on the Form a Delegate to the WA Council and those Club Delegates are invited to attend each Council meeting and/or submit reports of Club activities to each meeting of Council. Agendas and Minutes are sent to all Club Delegates who are expected to keep their Club informed of Council activities. Full details of the expectations of Club Delegates are included in the Governance documents which are provided as part of the Induction Pack given to each delegate new to the Council.

Reviewed July 2008