



TRIATHLON WA CLUB AFFILIATION POLICY

Each Club must apply for re-affiliation by 30 June each year by completing and returning to TWA the current season application form accompanied by the appropriate affiliation fee. Club Affiliation fees are based on membership levels for the preceding season.

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 TWA Council and those Club Delegates are invited to attend nominated Council meetings 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 Board 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
Reviewed and amended
June 2009