



MOTORCYCLING NSW LIMITED
Location: 9 Parkes Street, Harris Park, NSW
Postal: PO Box 9172, Harris Park, NSW, 2150
p: (02) 9635 9177 f: (02) 9635 5277

ACN 096 875 526 ABN 20 096 875 526



Dear Club,

Re: **APPLICATION TO AFFILIATE WITH MOTORCYCLING NSW LIMITED**

Thank you for your expression of interest regarding Club Affiliation with Motorcycling NSW Limited. There are a number of advantages to affiliation including:

- Capital Benefits & Public Liability Insurance
- Club Members access to Competition Licences
- Recreational Activities
- MA sanctioned competition events
- Coaching programs
- Training programs for officials (under the National Officials Accreditation Scheme)
- Circuit development
- Government grants
- Secretarial assistance
- Policy & Procedures CD
- Government recognition

Briefly, the steps for affiliation are:

1. The club should be incorporated or seeking incorporation under the Associations Incorporation Act. Information pamphlets are available from:

**NSW Office of Fair Trading
Department of Commerce
PO Box 972
PARRAMATTA NSW 2124**

Website: www.fairtrading.nsw.gov.au

2. Membership must be 25 members or more.

All sections of the application form must be completed and returned the to MNSW office together with the list of club members, office bearers, delegates, advice on incorporation status and the appropriate fees.

Affiliation fee	25 to 50 members	\$ 55.00
	51 to 100 members	\$110.00
	Over 101+ members	\$165.00

Plus:

Directors and Officers Liability Insurance	\$259.00
Application Fee	\$ 25.00

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3. If your club caters for any junior riders, then the attached Prohibited Employment Declaration form must be signed and completed by all Office Bearers, Delegates, Coaches etc – ie any person who has access to any junior member details.
4. Once your completed application to affiliate and payment is received by MNSW, clubs in your district will be advised of your application and given a chance to comment. Subject to there being no valid opposition to the affiliation of your club, your affiliation application is tabled at the next Ordinary Council Meeting and a vote for acceptance/rejection is taken. Council meetings are held bi-monthly.
5. If your affiliation is accepted, you will be notified by mail. If you are not accepted, you will also be notified and your affiliation fee and Directors and Officers Liability Insurance will be refunded. The Application Fee is a one-off payment and not refundable.
6. A Manual of Motorcycle Sport plus other relevant documentation will be forwarded for your information upon acceptance.
7. Affiliation becomes effective from the date of approval. Membership as a club affiliated with MNSW expires on 31st December each year. An invoice for re-affiliation will be forwarded for payment early in the New Year.
8. **Please note –If for some reason you do not receive this invoice, ie mail delivery failure, it is up to you to make sure the fees are paid. Failure to pay fees will result in your association being dis-affiliated.**
9. If any details (ie office bearers, delegates, increased/decreased membership, phone/fax/email) pertaining to your club changes, you are obliged to inform MNSW as soon as possible by forwarding the relevant updated forms (Office Bearers and Club Delegates) which can be found on the Policies & Procedures CD issued to you upon acceptance. **No verbal communications will be accepted for any detail changes you require.** These forms are also required to be updated annually.

Please find enclosed forms which must be completed, signed and returned to MNSW:

- An application by the club to affiliate with Motorcycling NSW Limited
- Club Affiliation Register
- Notification of Club Delegates
- Club Office Bearers Form
- Prohibited Employment Declaration (to be photocopied for required number of persons)
- Copy of Club Constitution

If you require any further information or assistance regarding the above, please don't hesitate to contact the office.

Yours sincerely

Angela Ellsmore
Motorcycling NSW Ltd



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**CLUB APPLICATION TO AFFILIATE WITH
 MOTORCYCLING NSW LIMITED & MNSW PROPERTIES LIMITED**

1. NAME OF APPLICANT CLUB _____
2. POSTAL ADDRESS _____

	P/CODE	
--	--------	--
3. CONTACT NAME _____
4. CONTACT (BUSINESS HOURS) _____

PHONE		MOBILE	
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5. CLUB EMAIL ADDRESS _____
6. STATUS – *Briefly give details of whether incorporated or currently in the process of incorporating:*

7. NO. OF MEMBERS: *(Must be 25 members or more)*

JUNIORS	SENIORS	TOTAL:
_____	_____	_____

8. EVENTS YOU ARE INTERESTED IN CONDUCTING. PLEASE TICK WHERE APPROPRIATE:

COMPETITION

- Supercross/Motocross/Stadium Motocross
- Supermoto
- Road Race/Historic Road Race Trail Bike rides
- Cross Country/Enduro/Pony Express
- Dirt Track/Short Track/Long Track
- Grass Track Motocross/Grass Track/Dirt Track
- Speedway
- Moto-Trials
- Classic Motocross/Classic Dirt Track
- Minikhana/Mini Cross/Mini Enduro
- Other (please specify)

NON-COMPETITION

- Training Days
- Coaching Days
- Demonstrations
- Poker Runs
- Practice Days
- Working Bees
- Road Rides
- Display

9. FURTHER INFORMATION IN SUPPORT OF YOUR APPLICATION:

I, _____ **(full name)** being the Club President/Secretary/Treasurer of
 The applicant Club, hereby apply on behalf of **(name of club)** _____

For affiliation to Motorcycling NSW Limited and MNSW Properties Limited.

Signature: _____ Date: _____



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OFFICE BEARERS NOTIFICATION

‘Club Contact details available for publication’

Club Name:	_____		
Club Postal Address:	_____		
Suburb:	_____	Post Code:	_____
Club Email Address:	_____		
Club Website Address:	_____		
Club Contact Name:	_____		
Club Contact Number:	_____		

The following people have been elected at the clubs AGM held on:	_____
And hold these positions until	_____

1. President	
Name:	_____
Address:	_____
	PC
Contact Number:	_____
Email address:	_____
Signature:	_____
Date:	_____
2. Secretary	
Name:	_____
Address:	_____
	PC
Contact Number:	_____
Email address:	_____
Signature:	_____
Date:	_____

3. Treasurer	
Name:	_____
Address:	_____
	PC
Contact Number:	_____
Email address:	_____
Signature:	_____
Date:	_____

This form is to be used by a club wishing to affiliate or renew its affiliation with Motorcycling NSW limited for the year ending 31st December _____, and whenever the club details change ie: contact numbers/postal address, or Club Office Bearers Change.

President, Secretary & Treasurer are all required to complete the Prohibited Employment Declarations and return them to the MNSW Office.

The Club hereby acknowledges that riders are able to contact MNSW affiliated clubs through the publication of Club Details on the MNSW website and telephone lists available to members.

By signing hereunder the Club hereby authorises MNSW to use the abovementioned ‘Club Contact Details available for publication’ section for these purposes.

No other club information will be released to members.

Date

Signature of Authorising Office Bearer
 (to be signed by the Club’s Contact Delegate – Usually the Club Secretary)

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NOTIFICATION OF CLUB DELEGATES

CLUB: _____
ADDRESS: _____ **POST CODE:** _____

PLEASE LIST BELOW YOUR CLUBS THREE (3) CHOSEN DELEGATES

We, the undersigned, hereby accept the Constitution and By-Laws of Motorcycling NSW Limited and agree to be bound and abide by same and any Rules and Regulations made in accordance therewith.

1. SURNAME: _____ FIRST NAME: _____
 ADDRESS: _____

 _____ **Post Code:** _____
 EMAIL: _____
 SIGNATURE: _____ Date: _____

2. SURNAME: _____ FIRST NAME: _____
 ADDRESS: _____

 _____ **Post Code:** _____
 EMAIL: _____
 SIGNATURE: _____ Date: _____

3. SURNAME: _____ FIRST NAME: _____
 ADDRESS: _____

 _____ **Post Code:** _____
 EMAIL: _____
 SIGNATURE: _____ Date: _____

The above mentioned are the Clubs chosen Delegates for the year ending 31st December _____.

Signature
(President) _____
Name
(Print) _____
Date _____

Signature
(Secretary) _____
Name (Print) _____
Date _____

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CHILD PROTECTION (PROHIBITED EMPLOYMENT) ACT 1998

The Child Protection (Prohibited Employment) Act 1998 makes it an offence for a person convicted of a serious sex offence (a prohibited person) or a registrable person under the Child Protection (Offenders Registration) Act 2000, to apply for, undertake or remain in, child-related employment. It does not apply if an order, from the Industrial Relations Commission or the Administrative Decisions Tribunal, declares that the Act does not apply to a particular person,

Section 5 of the Child Protection (Prohibited Employment) Act 1998 defines a serious sex offence as an offence involving sexual activity or acts of indecency that was committed in NSW and that was punishable by penal servitude or imprisonment for 12 months or more, even if the sentence was not served, or, an offence involving sexual activity or acts of indecency that was committed elsewhere and that would of been punishable by penal servitude or imprisonment for 12 months or more if it had been committed in New South Wales.

Child-related employment means any employment, where at least one of the essential duties of the position, involves direct contact with children where that contact is not directly supervised. Section 1 of the Child Protection (Prohibited Employment) Act 1998 specifies that child-related employment can include employment:

- Involving the provision of child protection services
- In pre-schools, kindergartens and child care centres (including residential child care centres)
- In schools or other educational institutions (not being universities)
- In detention centres within the meaning of the Children (Detention Centres) Act 1987
- In refuges used by children
- In wards of public or private hospitals in which children are patients
- **In clubs, associations or movements (including of a cultural, recreational or sporting nature) having a significant child membership**
- In any religious organisation
- In any entertainment venues where the clientele is primarily children
- As a babysitter or childminder that is arranged by a commercial agency
- Involving fostering or other child care
- Involving regular provision of taxi services for the transport of children with a disability
- Involving the private tuition of children
- Involving the direct provision of health services
- Involving the provision of counselling or other support services for children
- On school buses
- At overnight camps for children

Under this Act:

- It is an offence for a 'prohibited person' to **apply for, or remain in** child-related employment.
- Employers **must** ask existing employees, both **paid** and **unpaid**, and preferred applicants for employment whether they are a 'prohibited person' or not.
- All Child-related employees **must** inform their employers if they are a "prohibited person" or remove themselves from child-related employment. A prohibited person is someone who has been convicted of a serious sexual offence or, who has had a finding for a charge of a serious sexual offence proven in court, even if conviction was not recorded.
- Penalties are imposed for non-compliance.

I am aware that I am ineligible to apply for, or remain in, child-related employment if I have been convicted of a "serious sex offence" as defined in the Child Protection (Prohibited Employment) Act 1998 or if I am a "registrable person" under the Child Protections (Offenders Registration) Act 2000.

I have read and understood the above information in relation to the Child Protection (Prohibited Employment) Act 1998 and understand my responsibilities and obligations under this Act.

I declare that I am not a person prohibited by the Act from seeking, or remaining in child-related employment.

Name (Block letters): _____

Signature: _____ **Date:** _____

Note: Seek legal advice if you are unsure of your status as a prohibited person.

**This form should be returned to
 Motorcycling NSW Limited,
 PO Box 9172, HARRIS PARK, 2150.**

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CLUB AFFILIATION REGISTER

NAME OF CLUB: _____

YEAR: _____ **MEMBERSHIP EXPIRY DATE:** _____

	SURNAME	FIRST NAME	ADDRESS	POST CODE	PHONE NUMBER	MEMBERSHIP STATUS		
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25								

This section is to be completed by the Club Secretary

Please tick the appropriate return period:

- 1 January – 31 March
- 1 April – 30 June
- 1 July – 30 September
- 1 October – 31 December

I certify the information on this register to be true and correct

Signed

Date

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PAGE 2 -- FOR ANY ADDITIONAL MEMBERS NAMES

	SURNAME	FIRST NAME	ADDRESS	POST CODE	PHONE NUMBER	MEMBERSHIP STATUS		
						Jnr	Snr	Life
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