



Motorcycling NSW Limited

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Memorandum

TO : **All Clubs and Private Promoters**

FROM : **Kirsty Kriss**

DATE : **16th April 2010**

SUBJECT : **Payments**

Could all Clubs and Promoters please ensure that when they are making a payment into the Bank Account they include the details of where they are from and what they are paying for, for example – (Club Name) Levies 11/3/10

Once a payment has been made into the account can you please ensure you notify the office either by fax to 02 9635 5277 or email accounts@motorcycling.com.au

When writing a cheque out to Motorcycling NSW can you please ensure that you write Motorcycling NSW in the payer section and on the back of the cheque please put what you are paying for, for example – Levies 11/3/10 or Permit 11/3/10

Thank you for your co-operation

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