



Administration Guidelines/Policies

Subsidies on Craft Purchases

Endorsement Date:	March 2016
Guideline Topic:	Surf Sports & Fitness Training
Guideline Number:	ADM011
Document Version Control:	Version 1: March 2016

BACKGROUND:

Marcoola SLSC is committed to ensuring its members are proficient in surf skills necessary to perform rescues and compete in Surf Life Saving competition. It is for that reason that this guideline was developed to assist our active patrolling members with the opportunity to apply for subsidy of an individually purchased craft (board or ski) for use outside club training times, at club training, club championships and carnivals.

OBJECTIVE:

The objectives of this guideline is to outline who is eligible to apply for the craft subsidy, the amount of subsidy available and the commitment required by the member to receive the subsidy.

SPECIFICATIONS:

- Subsidies are available for active patrolling members in the Junior, Senior, Master Age Category (Junior Activities members are not eligible for this subsidy).
- Subsidies will be approved for members who have completed their skills maintenance requirements and continue to satisfy the club patrol obligation requirements as outlined in the Club By Laws.
- The maximum subsidy available is 50% of the craft purchase, maximum payment that will be made is \$1000.00
- Only one craft subsidy will be granted every 2 years to the applicant.
- Craft purchased remain the responsibility of the owner and must be housed at the owners location.
- MSLSC accepts no responsibility for the craft use, storage or repair (if required)
- Subsidies will only be paid upon presentation of a receipt (proof of payment) which for the purpose of this guideline must be an approved Tax Invoice (as approved by the ATO)
- Any craft purchased under this subsidy must be SLSA approved.
- The member must participate in the Friday Night Competitors Raffle (name will be placed on the roster, member must fulfil obligations)
- The member must commit to representing Marcoola SLSC at 3 Club Carnivals on the craft throughout the season and compete at Branch & State Titles.
- The member must have been a member of Marcoola SLSC for two seasons and must remain a member of Marcoola SLSC for the following two seasons.
- If the craft is sold within 3 years of the purchase date, the member is required to refund the club portion of the sale price. (e.g. 50% subsidy 50% of sale price to be refunded)

Craft Subsidy Application Form & Agreement

This agreement represents the Terms & Conditions for the allocation of the Craft Subsidy.

[Insert full name of the member, hereinafter referred to as 'the Applicant']

Of

[Insert full street address and contact number of the Applicant]

The Marcoola SLSC Management Committee will consider your application for the Craft Subsidy assuming the following conditions will be strictly adhered to:

1. I acknowledge that my patrol obligations will be fulfilled as per the Club By Laws
2. I agree to participate in competitor fundraising efforts including but not limited to Friday night raffles.
3. I have been a member of Marcoola SLSC for two seasons and agree to remain a member for the following two seasons.
4. I acknowledge that this Craft Subsidy is for a period of two seasons to the maximum percentage stipulated in the Craft Subsidy Guidelines.
5. I agree to represent my club on the purchased craft at 3 carnivals throughout the season including Branch & State Championships.
6. I agree that all repair costs are the applicant's responsibility.
7. Craft storage is the responsibility of the applicant.
8. I agree to conduct myself at all times whilst representing MSLSC in a way that will not bring myself or the Club in to disrepute and strictly adhere to the Surf Life Saving Queensland Code of Conduct for members.
9. If the above criteria cannot be met, the applicant must notify the Management committee in writing and a decision will be made with all relevant information taken into account. The applicant may be required to repay the subsidy in full to the club. If this subsidy is not paid when requested, the applicant will not be eligible to receive any further subsidy from the club.
- 10. Reimbursement can only be processed on presentation of a Valid Tax Invoice and fully completed Club Reimbursement Form. Second hand craft purchases must be accompanied by written confirmation from the seller of your purchase with their details of confirmation purchase.**
- 11. It is the applicant's responsibility to arrange a Valid Tax Invoice to be issued at the time of payment of the craft. Tax Invoices MUST be linked to the applicant's name. Generic Tax Invoices will not be accepted.**
12. Failure to comply with any of the above conditions will require the full subsidy to be repaid to the club.

I have fully read and understand this subsidy agreement and my responsibility of all the conditions.

Name: _____ Signed: _____

Office Use Only:

Date Received:	Subsidy Granted: YES / NO If no, give reason:
Money Paid: YES / NO	Date: