



## **NEW CLUB ADMISSION POLICY**

<b>Adopted or Amended</b>	<b>By Whom</b>	<b>Date</b>
Adopted	Board of Directors	23 <sup>rd</sup> May 2006
Amended	Board of Directors	1 <sup>st</sup> May 2007
Amended	Board of Directors	28 <sup>th</sup> October 2009
Reviewed	Board of Directors	27 <sup>th</sup> October 2010
Reviewed	Board of Directors	26 <sup>th</sup> October 2011
Reviewed	Board of Directors	30 <sup>th</sup> October 2012
Reviewed	Board of Directors	2 <sup>nd</sup> December 2014
Amended	Board of Directors	6 <sup>th</sup> December 2016
Amended	Board of Directors	31 <sup>st</sup> October 2017
Reviewed	Board of Directors	4 <sup>th</sup> December 2018
Reviewed	Board of Directors	28 <sup>th</sup> January 2020
Reviewed	Board of Directors	6 <sup>th</sup> December 2022



## NEW CLUB ADMISSION POLICY

### **Introduction:**

Swimming New South Wales Ltd. recognises that groups of people may wish to form a new club from time to time. The Constitution provides that a club may, by resolution of the Board, be affiliated to Swimming New South Wales Ltd., provided that it meets the requirements as specified in Clause 6.4 and By Law 5..

### **New Club Admission Criteria:**

The following criteria needs consideration in amplification of the requirements of Clause 6.4 and By Law 5. These include, but are not limited to:

1. Any application for affiliation must include a rationale for the creation of the club which is acceptable to the Board.
2. It is relevant in creating the club that a significant number of members should be swimming members rather than non-swimming members
3. More favourable consideration may be given to the application if the proposed members of a new club are new members rather than transferring members.
4. It is preferable that a “one pool, one club’ situation apply.
5. The Board however, recognises that circumstances and/or the closure or restriction of facilities has required many existing clubs to co-locate in other facilities. In these circumstances or where a new club applies for affiliation, each respective club should provide a copy of the facility owner’s agreement for club/swimmer training and/ or competition use of the prescribed facility at the time of new or renewal application.
6. It is desirable that such agreements also include the relative rights and responsibilities of facility owner’s and the clubs and it is in a club’s interest to achieve this agreement.
7. The views of the relevant Area association may be sought by the Board to assist in considering the affiliation application.

### **Affiliation and Areas**

Upon affiliation the Board will assign a club to an Area. The appropriate Area can be determined by reference to By Law 2

1. A club must affiliate to the allocated Area Association.
2. An Area must accept the membership of a club assigned to its Area.

A club may apply to transfer to another Area. Such application will be considered by the Board and must include pertinent reasons.



### NEW CLUB DECLARATION

On behalf of \_\_\_\_\_ (swim club name) I acknowledge:

1. It is a requirement that my club is incorporated in order to be affiliated with Swimming NSW. If my club is not already incorporated, I will gain incorporation within 6 weeks of my club's affiliation being approved by the Swimming NSW Board of Directors.
2. I must register and complete payment for at least 20 members using the Swim Central online database within 6 weeks of my club's affiliation being approved by the Swimming NSW Board of Directors.
3. Swimming NSW-affiliated clubs are required to use the Swim Central online membership database, and require regular access to internet in order to complete club admin duties.
4. Membership payments are required to be completed online (via the Swim Central online database or associated sites) by credit card or debit-credit card. Other payment methods (such as cash, cheque or EFT) are not accepted.

In the event that my club's affiliation is approved by the Swimming NSW Board of Directors, failure to fulfil or abide by any of the terms above may result in Club's affiliation being revoked.

---

**Name of Committee Member**

---

**Committee Member Signature**

---

**Date**



SWIMMING NSW LTD.  
**NEWCLUB AFFILIATION FORM**  
**SEASON 2023-2024**



**CLUB:** \_\_\_\_\_ (Name in Full) Note: The use of – “Swim Club” or “Swimming Club” is mandatory.

**INCORPORATED:** YES / NO (please circle)

**IF NO, WILL THE CLUB BE A SUB-ASSOCIATION/GROUP (OR SIMILAR) OF A PARENT BODY (I.E. SCHOOL, RSL/SERVICES CLUB)** YES / NO (please circle)

**AREA:** \_\_\_\_\_

**LOCAL GOVERNMENT COUNCIL/CITY COUNCIL:** \_\_\_\_\_

**CLUB HEADQUARTERS:** \_\_\_\_\_ (Name of Pool)

**DATE OF FOUNDATION:** \_\_\_\_\_

**TYPE OF POOL:** 25m / 33m / 50m / Other \_\_\_\_\_ (please circle) INDOOR/OUTDOOR (please circle)

Do you have pool owner/administrator approval for use of the facility for training and competition YES / NO

**CLUB MAILING ADDRESS:** \_\_\_\_\_

\_\_\_\_\_ **POST CODE:** \_\_\_\_\_

**PRESIDENT**

**SECRETARY**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** (WORK)( ) \_\_\_\_\_ (WORK)( ) \_\_\_\_\_

(HOME) ( ) \_\_\_\_\_ (HOME) ( ) \_\_\_\_\_

(MOBILE) \_\_\_\_\_ (MOBILE) \_\_\_\_\_

(FAX) ( ) \_\_\_\_\_ (FAX) ( ) \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**NUMBER OF CLUB MEMBERS:** \_\_\_\_\_ (minimum of 20). A list of members must be forwarded with the application.

**IS YOUR AREA AWARE OF YOUR APPLICATION?** YES / NO (please circle)

**CLUB CONSTITUTION:**

The Club will recognise and operate under the Constitution of the Swimming NSW Ltd. A copy of the Club Constitution adopted at a duly constituted meeting on \_\_\_\_\_ (date) is attached for approval.

**SIGNED BY SECRETARY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SUMMARY:** This application must be accompanied by:

- ◆ A List of Members and whether they are a Swimmer or Non-Swimmer
- ◆ Copy of Club Constitution
- ◆ Signed New Club Declaration

And must be received by **no later than 7 days prior to a Board meeting** to allow the relevant Area to be contacted. Contact the Chief Executive Officer for Board meeting dates.

*Office Use Only*

Date Received: \_\_\_\_\_

Affiliation Approved: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_