



CIRCULAR

ROYAL NSW BOWLING ASSOCIATION LTD.

PO Box A2186, Sydney South NSW 1235

Ph: (02) 9283 4555, Fax: (02) 9283 4252

email: rnswba@rnswba.org.au

<http://www.bowlsnsw.com.au>

No: 20/2015
Date: 26th August 2015
To: Zones, Districts & Clubs
Re: **New Clearance and Membership Transfer Procedure**

Clubs are advised that the Club Clearance form and procedure has been changed to facilitate the removal of Multi-Membership.

A Bowling Member (whether registered as an Individual Member or Registered Player) need only be registered with the Association at one Club, which will be their Declared Club to meet the requirements of clause 34.1(b) of the Association Constitution *even where they are a member of more than one Club*.

As a result, if a registered Bowling Member wishes to change their Declared Club, they will also be required to transfer the Club at which they are registered with Bowls NSW.

The new CLEARANCE AND MEMBERSHIP TRANSFER FORM has been designed to streamline the process for individuals and Clubs by consolidating a number of administrative forms into a single document.

A fee of \$11 inc GST will still be payable at the time of lodging the new form clearance form, however there will be no additional 'membership fee' incurred by the new Declared Club if the individual is already a registered member with Bowls NSW.

Below is an example of the new procedure;

For a Player to change their Declared Club (i.e. eligibility to play in Association Events) from CLUB X to CLUB Z, the new process will be as follows;

1. Player will download a CLEARANCE & REGISTRATION TRANSFER FORM from the Bowls NSW website, and complete PART A (Details of Player) and sign the confirmation.
- This confirms the Player's intention to change their Declared Club from Club X to Club Z.
2. Player will then present the form to an authorised official at CLUB X to sign PART B (Club Declaration).
- This is to certify the player details in PART A and confirm that CLUB X approves the clearance by declaring that the Player is not under any term of suspension and does not have any outstanding dues at the Club.
3. Player will then lodge the form (with both PART A and PART B signed and completed) to CLUB Z.
- This may be lodged at the time of applying for full bowling membership at the Club.
4. Once CLUB Z has accepted the Players membership as a Full Bowling Member, they then complete and sign PART C (Membership Transfer Application) and send the form WITH PAYMENT of \$11 (inc GST) to Bowls NSW for processing.

5. The Bowls NSW administration staff will process the form and transfer the Player's registration from CLUB X to CLUB Z. After transferring membership to CLUB Z, the Player would no longer appear on CLUB X membership listings from Bowls NSW, even if he potentially may still be a club member of CLUB X.
6. As a result of transferring membership from CLUB X to CLUB Z (noting different financial year ends) the Player would remain financial with Bowls NSW until the end of CLUB Z's financial year.

Greg Helm
Chief Executive Officer
