

**Swimming Wellington Officials  
Application for Financial Assistance**

Please complete this form and attach copies of your tickets. For rental cars and motel accommodation please provide a copy of your booking confirmation. Forward to the Operations Manager [Operations@swimwn.co.nz](mailto:Operations@swimwn.co.nz) who will process the application with the Board at the next meeting. It is requested that applications and pre-approval, is received prior to departure.

**Officials must attend every session of the meet to be eligible for subsidies.**

Please complete in full [please print]

Name: \_\_\_\_\_

Club: \_\_\_\_\_

Email contact: \_\_\_\_\_

Bank account number to pay into: \_\_\_\_\_

Officials Selection to the following events [please tick]

Juniors: ☐ Other ☐

Division II: ☐

Opens: ☐

NAGS: ☐

NZ short course: ☐

NZ Open Water event: ☐

**Breakdown of costs:**

Flights: [attach copy of ticket] \$

Accommodation: [attach copy of confirmation] \$

Rental Car [attach copy of confirmation] \$

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Net costs: \$

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**Office use only**

Board approval date

Date:

Amount:

Actioned:

Signed: \_\_\_\_\_

## 5. OFFICIAL SUBSIDY POLICY

In accordance with Swimming Wellington By-Laws, Regulation 5 Official Subsidies (noted below), Swimming Wellington will consider application for financial assistance from Officials of up to 30% of travel and accommodation costs with a maximum of \$500 in total assistance in any one financial year. Additional support may be available if Swim Wellington is successful in obtaining additional funding for this purpose.

Swimming Wellington requires the following to be submitted with each application for consideration **prior to departure**.

- Booking confirmation of airfares [if any]
- Booking confirmation of accommodation [if any]
- Booking confirmation of rental vehicle or other pre-booked land transport [if any]
- Swim Wellington requires a copy of all receipts at the conclusion of the meet

Applications should be submitted to the Operations Manager [Operations@swimwn.co.nz](mailto:Operations@swimwn.co.nz) for consideration by the Board of Swimming Wellington. Consideration will not be given after the event.

**Date:** July , 2017

**Review:** Annually

### **Current Swimming Wellington By-Laws 2015**

#### **REG. 5**

#### **OFFICIALS SUBSIDIES**

**5.1** As per its Policy Swimming Wellington will consider application for financial assistance from Officials in accordance with its Policy.

**5.2** To qualify officials must:

- (a) Be Members of Swimming Wellington;
- (b) Hold current national qualifications;
- (c) Submit travel and accommodation costs to the Board for approval prior to attending the competition; and
- (d) Officiate at each session of the competition