

Swim Meet Hosting Agreement

Between Swimming Bay of Plenty (An incorporated society constituted under the Incorporated Societies Act 1908)

And (The hosting club)

For the hosting of the Meet to be held.....

1. Background

1.1 The Host Club agrees to host the above named BOP Swim Meet atduring the dates specified above.

1.2 Swimming BOP agrees to pay the host club a fee of \$300.00 including GST acknowledging the commitment required by the Host Club in hosting this Regional Swim Meet.

1.3 An invoice for this hosting fee from the Host Club (including GST if applicable) shall to be forwarded to Administrator of Swimming BOP 4 weeks prior to the commencement of the event. Full payment against this invoice shall be made at least 3 weeks prior to the commencement of the event, subject to a signed Hosting Agreement being received by Swimming BOP

1.4 The Host Club will not commit Swimming BOP to any expenditure not previously discussed without prior approval .

1.5 The Host Club may obtain local sponsorship specific to this event providing it does not conflict with Swimming BOP arrangements and providing they seek Swimming BOP's prior written consent which shall not be unreasonably withheld.

2. Swim BOP Rights and Obligations

2.1 Swimming BOP shall set all competition conditions and criteria, including entry criteria, and entry fees

2.2 The Swimming BOP Officials Appointments committee will appoint the Meet Director and other Key Officials as required.

2.3 Swimming BOP will pay for the pool hire and swimmer entry.

2.4 Swimming BOP will receive all meet entries and provide data to host club to print programs and run the meet.

2.5 Swimming BOP will supply prizes as determined in the meet criteria.

3. The Hosting Club Rights and Obligations

3.1 The hosting club shall book and collect the AOD.

3.2 The hosting club Book the pool and submit quotation to Swim BOP 4 weeks prior to the commencement of the event.

3.3 The hosting club is responsible for coordinating: timekeepers, runners, food assistants, door stewards, medal bearers, and raffles.

3.4 The hosting club is responsible for the provision of refreshments for officials and guests.

3.5 The host club will provide a photocopier or a means of copying results and printing programs.

3.5 The host club shall provide a computer operator.

3.6 The host club is responsible for the printing of the program.

3.7 The host club shall retain the revenue from program and raffle sales.

3.8 The host club shall provide the sound system and the announcer.

4 Contacts

The BOP Contact shall be

Name _____

Phone Number Home _____

Mobile _____

The Club Contact Shall be

Name _____

Phone Number Home _____

Mobile _____

Signed
Chair Swimming BOP

Chair Hosting Club