

## Event Participation Policy

This policy is applicable to FISAF Australia events and Club in-house competitions.

### ENTRY DEADLINES

- Entries must be received by FISAF Australia on or before the advertised closing date.
- Late entries will only be accepted at the discretion of FISAF Australia, dependant on event capacity and all associated late entry fees being paid.

### ENTRY FORMS

- Clubs & schools are required to submit their entries in the correct FISAF Australia entry forms.
- It is the club's/ school's responsibility to ensure that all details provided are accurate and complete.

### PAYMENTS, LATE FEES, LEVIES & SURCHARGES

- An Invoice will be sent by Inspire Events Australia Pty Ltd (FISAF Australia) after complete entries are received & processed. Payments should not be made until receipt of an official invoice.
- Payment must be made prior to close of business on the invoice due date, using the club or school name as reference.
- Payment can be made via direct bank transfer or credit card (please note an additional credit card surcharge of 2.2% applies).
- Entries will be considered late if full payment is not received prior to close of business on the invoiced due date.

#### Late Fees

Late fees will apply in the following instances:

- Late submissions of entry forms, FRFs and/music;
- Late payment of entries;
- Adding additional entries after the due date;
- Changing a music file after the submission due date.

For more information, please refer to our Pricing Guide.

#### Levies

##### Judge Levy:

If you are unable to provide a registered judge to attend and participate (shadow judging included) throughout the competition season, a levy (per athlete) will be applied to your competition entry invoice/s. For more information, please refer to our Pricing Guide.

##### National Championships - Video/Photography Levy:

A video/Photography levy will apply to all athletes who compete at the National Championships (this levy will be added to the entry fees for this event). This levy provides coaches with the following:

- All digital video footage of their athlete's routine/s (including semi-finals and finals as applicable),
- All digital photographs of their routine/s (including semi-finals and finals as applicable).

For more information, please refer to our Pricing Guide.

### MEMBERSHIP & ELIGIBILITY TO COMPETE

To be a considered a current FISAF member (ie. club, school or individual member), all memberships must be paid in full by the required due date. All memberships must be valid at all times whilst presenting as a FISAF Australia member to the public. All memberships must be renewed annually.

## General Membership Guidelines

- Any club that has two or more registered athletes (under the age of 18) that reside in a different state to the main club, must register an additional club in that state and fulfill all requirements of FISAF Australia club memberships.
- Athletes under 18 must have a registered coach from their club present for all training sessions and at all competitions. This cannot be a coach from a club other than their own club.
- International stream athletes and/ national stream adult athletes may be trained by the coach of their choice (within Australia). If this coach resides in a different state to the athlete, then approval must first be obtained from FISAF Australia's Committees. As part of the approval process, any relevant rule provisions will be advised by FISAF Australia, which must be abided by throughout the season. Approval may be sought and provided on a season-by-season basis.
- Athletes Youth age and below, competing in the Elementary and/ National Streams will not be considered for approval to be coached by someone outside of the state in which they reside, unless there are extenuating circumstances. This will be determined on a case-by-case basis.

## Membership Process

FISAF Australia uses JotForm to assist in the collection of club membership information. Clubs & schools are required to have the following in place:

- Australian Business Number (ABN)
- Current public liability Insurance
- Current working with children checks
- Qualified and current first aid representative
- Music licences (*Excludes use of pre-choreographed routines*)
- Approval of new club name and affiliation
  - It is important that club names do not pose a conflict to FISAF Australia or any of its existing members (including clubs, schools, and individual athletes). Conflicts can lead to confusion and go against the best interests of other members and stakeholders involved in our sport. In line with this, club names will be subject to approval by FISAF Australia to enable them to successfully register and participate in competitions. Clubs will not be permitted to register if their club name contains any of the below:
    - State/Territory
    - Capital City
    - Region other than a town/city name (such as Southeast Queensland, or Southern Australia).
      - This includes clubs seeking to register as an abbreviated version of their full name that contains (by way of inference or directly) a Capital City/State/Country name
        - Clubs who have their unique club name followed by the State they are located in are exempt from this rule.

To access the Club Name & Affiliation form, please go to the Resources > Documents page on the FISAF Australia website.

## INDEPENDENT CLUB EVENTS & IN-HOUSE COMPETITIONS

FISAF Australia is supportive of its member-clubs hosting their own in-house competitions in their region. We believe that providing extra performance opportunities (in addition to the official FISAF Australia event calendar) is beneficial for everyone involved, when provided in a safe and professional manner.

The privilege of using FISAF Australia materials will only be extended to those clubs who foremost support FISAF Australia and enter all their regional FISAF events. This includes the Super Series, State Championships and Future Championship competitions. FISAF Australia views the club events as an extension to the already set FISAF Australia calendar. Club run competitions should not be used as a replacement event. - ***This also extends to all clubs/schools that are participating in your event, and this MUST be stipulated on your invite/entry forms.***

In the event that a club wishes to run a competition that will include any FISAF Australia pre-choreographed routines, music mixes, categories, judging criteria or any other intellectual property owned by FISAF Australia that club must first complete a Club In-house Competition Approval Form – refer to our website in the *Resources > Documents* menu.

This form requires clubs to provide the event name, date & venue. We believe that competition names should be unique (i.e., Blitzit, I1 Challenge, Action Challenge etc.), and that any competition name containing state/territory/national terms could pose as a conflict to FISAF Australia and create confusion amongst the sport aerobics community. Competition names containing terms of this nature will not be approved.

Some additional stipulations include:

- Clubs are not permitted to accept entries from outside their own state.
- Your invitation list (invited Clubs/Schools/FISAF Australia Judges) must be submitted in your approval request to FISAF Australia.
- At least 2 weeks prior to the event a full list of participating Schools/Clubs/FISAF Australia Judges must be submitted.
- FISAF Australia Judges are NOT permitted to give any feedback (verbal or written) outside of Official FISAF Australia events.
- When using FISAF Australia intellectual property it is required that the integrity of the categories remain. When using FISAF Australia pre-choreographed routines at a non-FISAF event, they must be used as per the rules, guidelines & categories set by FISAF Australia. For example, a pre-choreographed routine cannot compete against own choreographed routines & or other streams/codes.
- Use of the FISAF scoring system and FRFs is not permitted.
- On all event documentation & advertising, you must clearly indicate that your event is not a FISAF Australia sanctioned event.

Important note regarding submission & approval:

- **All requests for the current season must be submitted no later than 9 March 2025.**
- FISAF Australia reserves the right to accept & or deny the use of any FISAF Australia intellectual property at any non-FISAF event. Requests may be denied if it is deemed that the running of the club event may negatively impact the reputation of the FISAF Australia brand & or is a conflict of interest to the official FISAF Australia event calendar.