

# Netball ACT – By Law 12/11

## Individual Membership Fee Calculations

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### 1. BACKGROUND

- 1.1. In accordance with Clause 34.1 of the ACT Netball Association Incorporated (NACT) Constitution, the following By-Law is adopted by the Netball ACT (NACT) Board.
- 1.2. Clause 7.1 of the NACT Constitution requires that the annual membership subscription fees and any levies payable by Members to NACT (hereafter referred to as the NACT Membership Fees), shall be as approved by resolution of the Board.
- 1.3. To remain Members of NACT, Individual Members must renew their annual membership with their respective Member Association.
- 1.4. This By-law sets out that procedure as well as the process to be undertaken by NACT in setting membership fees.

### 2. SETTING OF NACT MEMBERSHIP FEES

- 2.1. Prior to recommending NACT Membership Fees for approval by the Board by resolution, NACT will take into consideration the potential impact of fee increases on netball in the ACT.
- 2.2. Except where such increase is less than CPI for the most recent 12-month period, NACT will provide the Member Associations with a reason for the fee increase.
- 2.3. The NACT Membership Fees paid by Individual Members will be included in the registration platform at the beginning of each season and charged to the Individual Member at the time of registration.
- 2.4. The liability to pay the NACT Membership Fees can be transferred from an Individual Member to a Member Association, via the use of a voucher which is requested by a Member Association and approved and issued by NACT.
- 2.5. NACT may identify categories of Individual Membership and set a fee structure that reflects those categories.
- 2.6. NACT has the right to complete a reconciliation of individual membership fee calculations.

### 3. NACT AND MEMBER ASSOCIATION OBLIGATIONS

- 3.1. NACT will:
  - 3.1.a. Provide the platform to be used for registration purposes

- 3.1.b. Provide Member Associations with appropriate training to use the registration platform
  - 3.1.c. Open the registration platform at the commencement of each season to Member Associations
  - 3.1.d. Approve and issue vouchers, where requested by Member Associations
  - 3.1.e. Invoice Member Associations on a monthly basis for vouchers provided in the previous month
  - 3.1.f. Maintain the integrity of the registration process and provide reconciliation reports where required. NACT will issue invoices to Member Associations where funds have not been correctly allocated as determined by a reconciliation process.
- 3.2. Member Associations will:
- 3.2.a. Ensure all individual members registering to Member Association competitions, register using the platform approved by NACT
  - 3.2.b. Ensure sufficient trained users of the registration platform to support its effective and efficient operation and assist Individual Members during the registration process as required
  - 3.2.c. Upon notification by NACT, open the registration platform to Individual Members
  - 3.2.d. Apply to NACT for vouchers to be used in circumstances deemed appropriate by the Member Association
  - 3.2.e. Pay invoices raised by NACT to cover the costs of providing vouchers
  - 3.2.f. Pay invoices raised by NACT where funds have not been correctly allocated as determined by a reconciliation process.

#### **4. MEMBERSHIP FEE REFUNDS**

- 4.1. Please refer to the Membership Fee Refund Policy.

**Adopted by the Board of Netball ACT on 12 April 2022.**