



## Application for a competition to be affiliated to British Rowing

Event Name & Contacts															
<b>Full Title of Competition:</b>															
<b>Competition run by:</b>															
<b>Competition Venue:</b>															
<b>Secretary</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Name:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Address:</b></td> <td style="border: 1px solid black; height: 40px;"></td> </tr> <tr> <td><b>Postcode:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel. Home:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel. Work:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel. Mobile:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Email:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	<b>Name:</b>		<b>Address:</b>		<b>Postcode:</b>		<b>Tel. Home:</b>		<b>Tel. Work:</b>		<b>Tel. Mobile:</b>		<b>Email:</b>	
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<b>Tel. Mobile:</b>															
<b>Email:</b>															
<b>Name &amp; Address for Correspondence:</b> <i>(if different from above)</i>															
<b>Entries Secretary</b> <i>(if applicable)</i>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Name:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Address:</b></td> <td style="border: 1px solid black; height: 40px;"></td> </tr> <tr> <td><b>Postcode:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel: Home:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel: Work:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Tel: Mobile:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td><b>Email:</b></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	<b>Name:</b>		<b>Address:</b>		<b>Postcode:</b>		<b>Tel: Home:</b>		<b>Tel: Work:</b>		<b>Tel: Mobile:</b>		<b>Email:</b>	
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Names of Key Officials	
<b>Chairman of Organising Committee:</b>	
<b>Chairman of Race Committee (Umpire):</b>	
<b>Treasurer:</b>	
<b>Safety Adviser:</b>	
<b>Welfare Officer:</b>	

**Names and addresses of any other bodies that are affiliated or associated with this competition e.g. a club**


**Competition Details**

<b>Founding Year of Competition:</b>		
<b>Description of Competition:</b>		
<b>Purpose of Competition:</b>		
<b>Date requested</b>	<b>1<sup>st</sup> Year:</b>	
	<b>2<sup>nd</sup> Year: (provisional)</b>	
	<b>3<sup>rd</sup> Year: (provisional)</b>	
<b>Criteria for setting date:</b> <i>(e.g. 1<sup>st</sup> Sat in August, Sun of Garton* week 4 etc.)</i>		
<b>Which Water Authority covers the location of the event:</b> <i>(e.g. Canal and River Trust, Environment Agency, PLA, private lake, etc.)</i>		
<b>Adaptive events?</b> <i>(Are you planning to run adaptive events or would you like information/support to help you run adaptive events?)</i>		

\*Sun of Garton refers to Henley Royal Regatta, so if the date of your competition relates to this then please explain your time frame relative to this

**Documentation** *(to be submitted with the application form)*

<b>Map of Course</b> <i>(showing location and length)</i>	Submitted: Yes or No?
<b>List of events to be offered</b> <i>(or draft poster)</i>	Submitted: Yes or No?

**Consultation with other Clubs/Competition/Regions** *(list all consulted and outcome of discussions)*

<b>Name of Club, Competitions or Region</b>	<b>Outcome of discussions</b>

There is space for more discussion at the end of this document



### Signatures & comments: Organising Committee

I undertake that if affiliated, the above-named competition will observe the Rules of British Rowing and confirm that all relevant permissions have been sought (EA, British Waterways, Police etc.).  
I also confirm that all relevant clubs, competitions and regions have been consulted and listed above.

Position on Committee	Print Name	Signature	Date

**Comment on outcome of discussions:**

### Regional comments *(Enter name of position holder and comments received)*

**Regional Competition Secretary:**

**Regional Rowing Safety Adviser:**

**Regional Umpire Committee Chairman:**

**Regional Rowing Council Chairman:**

**Regional Representative (c/o Sub region if applicable \_\_\_\_\_):**





## NOTES FOR COMPETITION AFFILIATION

### 1. **FULL TITLE OF COMPETITION**

This is the name under which the Competition will seek entries.

### 2. **ADDRESS**

The Secretary or equivalent to whom mailings will be sent;

Entries Secretary who will administer entries on BROE for this competition.

*(Note when affiliated the Entries Secretary should contact BR to request the competition to be opened for planning/set-up in BROE)*

Please keep British Rowing advised of any changes.

### 3. **KEY OFFICIALS**

The names of the proposed officials for the competition should be provided.

The Chair of the Race Committee must be a qualified umpire.

### 4. **DATE REQUESTED**

Please provide date requested for year 1 of the competition, and provisional dates for the second and third years of the competition.

To help administer the BR Competition Calendar please provide the criteria for setting the date

*(e.g. 1st Sat in August, Sun of Garton week 4, Sat two weeks before HWR etc.)*

### 5. **WATER AUTHORITY**

Permission should also be obtained from the appropriate water authority such as the PLA or Environment Agency.

Other users of the water should also be considered to ensure that heads/regattas do not clash with local events or competitions.

### 6. **DOCUMENTATION**

The proposed organising committee should prepare and supply the following documentation: -

- **Map of Course** *(showing location and length)*
- **List of Events to be offered** *(or draft poster)*

These officers should also prepare and supply the following documentation to the Regional Rowing Safety Adviser 3 months before the approved date: -

- **Safety Plan**
- **Welfare Plan**
- **Risk Assessment**

### 7. **CONSULTATION WITH OTHER CLUBS/COMPETITIONS/REGIONS**

Please list all clubs, competitions & regions that you have consulted with; enter the name of the contact(s) for each and the outcome of discussions. You can also attach emails with the application. You can also attach supporting documentation with the application.

### 8. **REGIONAL COMMENTS**

Please provide the officials name and their comments. This may be long text or simple statements of "Recommended", a conditional recommendation or reason for not supporting the application. You can also attach supporting documentation with the application.



## **9. GENERAL INFORMATION**

1. An annual affiliation fee and Civil Liability Insurance premium are payable for each event. A two-day competition comprising a regatta and sprint would be required to pay for each day.

The fees for the current year (1<sup>st</sup> April 2019 – 31<sup>st</sup> March 2020) are:

- The affiliation fee - £60.00
  - The Civil Liability Insurance - £119.
  - The affiliation and insurance fees are subject to increase on 1<sup>st</sup> April 2020.
2. BROE2 is required to be used for entries.
  3. Overseas club crews should be affiliated to their national association and confirm that they are covered for third party liability insurance; they need to be registered with an Overseas and Scottish Race Licence.
  4. Your annual affiliation and insurance fee should be returned to British Rowing **within 14 days of the Competition being held.**
  5. As required by the Rules of Racing **5-5-6**, returns are to be made to British Rowing through BROE **to arrive not more than 5 days after the competition** to update competitors' ranking points and for inclusion in the British Rowing Almanack.
  6. Details of Secretary, Name of Competition, etc., should be carefully checked as this information will be used for the next edition of the British Rowing Almanack. Name and Address of your Entries Secretary may be included in the Almanack if required.

**N.B. IT IS ESSENTIAL THAT ALL REGATTA/HEAD RACE COMMITTEES HAVE A COPY OF AN UP-TO-DATE ISSUE OF THE RULES OF RACING EFFECTIVE FOR 1<sup>st</sup> DAY OF RACING** (*Contained in The British Rowing Almanack & on the British Rowing Web Pages*). **THE RULES DEFINE CLASSIFICATION OF COMPETITORS, THE PERSONAL RANKING SYSTEM, CLASSIFICATION OF EVENTS, RACE REGULATIONS, ETC.**