



## 2018 Event Insurance Application

The Surfing NSW Public Liability Insurance and Sanctioning Application must be completed and returned with payment a minimum of 14 days prior to the event.

**Fee Schedule:**

Event with NO Prizemoney	\$385	WSL Junior Pro Events	\$1,000.00
Event with Prizemoney	\$660	WSL, WQS, WCT & Specialty Events	\$1,000 +GST
Speciality Club Events	\$220		

**Event Name** \_\_\_\_\_

**Location** \_\_\_\_\_

**Date/s** \_\_\_\_\_

Contact Organiser \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Postal Address \_\_\_\_\_

Host Boardrider Club (if applicable) \_\_\_\_\_

**Event Details**

Description – purpose/ type/ concept \_\_\_\_\_

Expected number of Competitors \_\_\_\_\_ Spectators \_\_\_\_\_

Divisions Contested \_\_\_\_\_

Prizemoney / prizes \_\_\_\_\_

**Council Approval**

Has an application to council been submitted      yes / no

Council involved \_\_\_\_\_

Contact \_\_\_\_\_ Phone \_\_\_\_\_

# All events must provide a copy of council approval – 7 days prior to the start of the event

**Information for Certificate of Currency**

Council \_\_\_\_\_

National/ Marine Parks / Interested parties \_\_\_\_\_

Other/ Additional info for CoC \_\_\_\_\_

Note: changes to CoC required due to not incorrect information supplied above will incur a \$25 fee

**Please retain a copy of this form when returning to Surfing NSW**



**Event Site Location/ Set up**

Event Site Plan - must be attached to this document – include location/ site map/ parking/ amenities/ beach access/ set up site

**Event Logistics**

Event staff (please list – eg. 4x judges, 1x beach marshal) \_\_\_\_\_

\_\_\_\_\_ T

Tents/ structures (number/ size) \_\_\_\_\_

Signs/ Flags/ Signage \_\_\_\_\_

How will they be secured? \_\_\_\_\_

**Risk Management Plan** – a comprehensive risk management plan and risk assessment sheets must be attached to this form. Click the link for a risk management plan template.

<https://www.surfingaustralia.com/states/nsw/p/policies-and-docs>

**First Aid / Emergency**

- Current Bronze Medallion or Ocean Safety Certificate
- First Aid Certificate / First Aid Kid
- Is a Lifeguard on duty during the event
- Emergency Access Available – for Ambulance

**Payment** You may make payment via – cheque/ direct deposit / credit card

1. **Cheque** (payable to Surfing NSW) – mail to: Surfing NSW, PO Box 4005, Maroubra South NSW 2035
2. **Direct Deposit Option:**  
Westpac – **BSB: 032 159 Account No: 232811**  
(please enter Club Name in Payment Description and send Payment receipt with this form)
3. **Credit Card Option:**

Amount to be paid \$	
Card Number	Exp Date
Name on Card	CCV
Card Holders Signature	Date

**Submit your application + required documents to:**

**Mail:** Surfing NSW, PO Box 4005, Maroubra South NSW 2035 or **Email:** [info@surfingnsw.com.au](mailto:info@surfingnsw.com.au)

1. **Risk Management Plan**
2. **Council Approval**
3. **Site Plan**
4. **Payment - \$385 / \$660**

Contest Director's Signature \_\_\_\_\_ Name \_\_\_\_\_

Date \_\_\_\_\_