

**SPECIAL EVENT APPLICATION FOR
RUGBY UNION 2020**

To be read in conjunction with Rugby Australia Special Event Sanctioning Guidelines at <https://australia.rugby/participate/rugby-administration/insurance>

Applications for sanctioning approval must be submitted to respective Rugby Union 30 days prior to event.

Event Details

1. **Event Name:**

2. **State/Territory where event is to be conducted:**

3. **Event Category & Estimated No. Of Teams:**

- | | | | | | |
|----|-------------------------|--|----------------------------|---|---|
| a. | Seniors (Men) | <input type="checkbox"/> | Est. No of Teams & Players | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| b. | Seniors (Women) | <input type="checkbox"/> | Est. No of Teams & Players | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| c. | Juniors/Schools (Boys) | <input type="checkbox"/> | Est. No of Teams & Players | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| d. | Juniors/Schools (Girls) | <input type="checkbox"/> | Est. No of Teams & Players | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| e. | Other | <input style="width: 320px; height: 20px;" type="text"/> | | | |

4. **Event Format:**

- | | | | | |
|------|-----|--------------------------|-----|--|
| I. | XVs | <input type="checkbox"/> | IV. | Touch 7s |
| II. | 10s | <input type="checkbox"/> | V. | Other <input style="width: 180px; height: 20px;" type="text"/> |
| III. | 7s | <input type="checkbox"/> | | |

5. **The Event Duration and Event Date/s:**

- | | | | | | |
|------|-----------------------------|--------------------------|---|---|---|
| I. | One off match only: | <input type="checkbox"/> | Day | Month | Year |
| | | | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| II. | Multiple matches single day | <input type="checkbox"/> | Day | Month | Year |
| | | | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| III. | Multi day tournament | <input type="checkbox"/> | Number of event days: | | |
| | | | Day | Month | Year |
| | Start Date: | | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |
| | End Date: | | Day | Month | Year |
| | | | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> |

Event Venue(s)

6. Primary Venue

Field / Oval Name

Street Address

Suburb/Town

State/Territory

Postcode

7. Additional Venue (if applicable)

Field / Oval Name

Street Address

Suburb/Town

State/Territory

Postcode

Additional Venue 2 (if applicable)

Field / Oval Name

Street Address

Suburb/Town

State/Territory

Postcode

Event Organiser

1. Registered Name of the Event Organiser (e.g.: XYZ Rugby Club, ABC Pty Ltd, etc.)

Postal Address

Suburb

State/Territory

Postcode

2. Names & Contacts of Event Organiser

Contact 1

Position

Phone (W)

(Mob)

Email

Contact 2

Position

Phone (W)

Mob)

Email

3. The Event Organiser is:

a. A Rugby Body

b. Other Legal Entity

For b only, attach a current certificate of registration/incorporation. Copy attached

4. The Event Organiser has a valid Certificate of Currency providing a minimum \$20m public liability insurance appropriate to the event it is conducting.

Yes No Copy attached

Note: if the Event Organiser is an Affiliated Rugby Australia Body insured under the National Insurance Plan, public liability insurance is included in your cover. Please attach your certificate of currency as an affiliated Club or Union.

Participant Registration & Competition Management

1. All participants will register through Rugby Xplorer?

Yes No

2. The event will use competition management through Rugby Xplorer?

Yes No

Referee Appointments

All referees to be utilised throughout the tournament will be suitably qualified for the age and standard of the matches they are appointed.

Do you require the Member Union to provide support in appointing referees?

If Yes, please provide copy of Draw. Copy attached

If No, please provide details of the referee appointing authority.

Referee Body:

Contact Name:

Position:

Phone:

E-mail:

Event Organiser Sign-Off

The persons listed below are authorised signatories of the Event Organiser, and warrant that all details provided within this application are true and correct. Signatories have read 'Rugby Australia Special Event Guidelines' regarding the event/tournament management and understand and comply with all regulations.

Signatory 1:

Name:

Signature:

Date:

Signatory 2:

Name:

Signature:

Date:

Sanctioning Approval

Sanctioning approval is provided on the basis of the information provided within this application is true and correct, special event insurance has been arranged, and all events, tournaments and matches must comply with, and be conducted in accordance with the laws, polices, regulations & guidelines of Rugby Australia & World Rugby.

Member Union Sanctioning Approval sign off

Name:

State Union:

Position:

Signature:

Date:

The Member Union must provide, upon above approval, notification of the event, including relevant event detail and documentation as required to AON.

Application Lodgment

Thirty days prior to the event, the Event Organiser is to forward the completed Special Event Application together with all attachments to the respective Member Union who will then forward to AON, to invoice for insurance coverage. Please note NO insurance coverage is in place until the payment of the invoice.

For more information contact your respective Member Union or visit [Rugby National Risk Management & Insurance Programme](#).

Brumbies Rugby

t: 02 6260 8588

e: info@brumbies.com.au

w: <https://act.rugby/>

NSW Rugby Union

t: 02 9323 3300

e: enquiries@nswrugby.com.au

w: <https://nsw.rugby/>

NT Rugby Union

t: 08 8945 1444

e: info@ntrugby.com.au

w: <https://nt.rugby/>

Queensland Rugby Union

t: 07 3354 9333

e: info@redsrugby.com.au

w: <https://qld.rugby/>

Rugby Union South Australia

t: 08 7070 6940

e: info@sarugby.com.au

w: <https://sa.rugby/>

Tasmanian Rugby Union

t: 03 6230 8198

e: admin@tasrugbyunion.com.au

w: <https://tas.rugby/>

Victorian Rugby Union

t: 03 9221 0780

e: vru@vicrugby.com.au

w: <https://vic.rugby/>

Rugby Western Australia

t: 08 9383 7714

e: info@rugbywa.com.au

w: <https://wa.rugby/>

Rugby Australia

t: 02 8005 5600

e: communityrugby@rugby.com.au

w: <https://australia.rugby/>