



Netball New Zealand Associate Member Policy

Introduction

- This policy is referenced to NNZ Regulation 1.6.
- Associate Membership is a category of membership determined by the Board of NNZ under Rule 5.5. of the NNZ Constitution.
- The definition of Associate Member is as defined in regulation 1.1.2.

This document outlines the following;

1. Purpose & Criteria
2. Process of Application
3. Process of Assessment
4. Process of Acceptance
5. Associate Member Obligations
6. Associate Membership Fees

Purpose & Criteria

The Board of NNZ shall consider applications for Associate status from sports or organisations which:

- Do not meet the criteria for NNZ membership under any other category of members as listed in Rule 5;
- Are recognised by government agencies or crown entities as the governing body for their aspect of netball or are a sports related group recognised as important to New Zealand.
- Are recognised as the governing body for that aspect of netball in New Zealand; and
- Are governed by a constitution acceptable to NNZ.

The Associate Member category allows Netball New Zealand to accept as Members, organizations that have a shared interest in netball or common objects to that of NNZ.

Process

Application:

1. Complete and submit the application form "Application for Associate Membership of Netball New Zealand" which is accessible from NNZ or website (www.mynetball.co.nz)
2. The completed form and all supporting documentation to be sent (electronically, post, fax) to the Chief Executive of Netball New Zealand.
3. The completed application shall include:
 - a. A submission or letter stating the reasons for which the organisation seeks Associate Membership status of Netball New Zealand.
 - b. Identification and contact details of at least two (2) office bearers (or authorised personnel) of the organisation, who are responsible for submitting the application.
 - c. A copy of the Organisation's registered constitution.
 - d. Proof of the Organisation's Incorporated Society registration.
 - e. A copy of the Organisation's current audited financial report.
 - f. A copy of the Organisation's current annual report.
4. All items as outlined are to be sent to the Chief Executive, Netball New Zealand.

Assessment:

5. NNZ will review all documents sent.
6. It is expected that the process of assessment may take up to four weeks.
7. If required further clarification will be sought from the organisation applying for Associate Membership.
8. The Chief Executive will make a recommendation to the Board of Netball New Zealand with regard to accepting the organisation for Associate Membership or not. The Board will then vote on the basis thereof.
9. The outcome of this process will then be notified to the applicant organisation.

Acceptance:

10. If successful, the applicant organisation will be sent confirmation by NNZ and the following documentation:
 - a. Constitution & Regulations folder
 - b. Copy of the most recent Annual report
 - c. Any other items which may be relevant e.g. latest strategic plan
11. NNZ will provide a key contact for the Associate Member.
12. NNZ will invoice the Associate Member the annual membership fee (amount and payment will be relative to the timing of Associate Member acceptance)
13. NNZ will provide a letter confirming the status of the Associate Member – this letter may be used in conjunction with funding applications or endorsement of the organisation's status.
14. The Associate Member will be added to all member communications
15. Notification of Associate Membership will be made to all NNZ members.

Associate Member Obligations:

16. Submit annually to NNZ;
 - a. an audited set of financial accounts,
 - b. annual report
 - c. provide any amendments to the constitution
 - d. pay the annual membership fee as determined by NNZ

Associate Member Fee:

17. As outlined above this is set annually by NNZ and will be notified to all Associate Members by the 1st March.
18. The fee is due to be paid by the 31st May each year.
19. NNZ will invoice each Associate Member for the payment of this fee.