



CROQUET NSW

POLICY FOR EVENT HOSTING

Effective 14th April 2018

Date	Revision History
13 th Mch 2018	Compiled from various sources
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Review Dates
Jan 2020
Jan 2022
Jan 2024



CNSW Policy for Event Hosting

INTRODUCTION

CNSW is committed to the development of the Sport throughout the state and considers that the hosting by affiliated clubs of CNSW badged event will assist in pursuing this commitment.

PURPOSE

This policy has been developed to provide a framework for clubs to be informed about which events are to be considered for hosting at a club.

POLICY

1 Notification of Events that can be Hosted

The Tournament Committee will provide as much advance notice to clubs as is possible as to which events are available to be hosted. The Tournament Committee will endeavour to advise how many lawns are required and how many entries are expected for a particular event. While these numbers will be based on recent past experience, actual entries (and therefore number of lawns required) they might be considerably different for reasons including the location of the hosting club.

2 CNSW Events Hosted by a Club

There are two ways in which a club can have a Croquet NSW event held on their lawns:

2.1 Club provides facilities, CNSW runs the event

Where a club only provides the lawns, the club is paid as per the published Schedule of Fees and Reimbursements for the use of their lawns based on the minimum number of lawns required to run the event (ie double banked games where possible), and the CNSW Tournament Committee (TC) does all the other work. To be considered for hosting an event, a club must:

- Show an interest and commitment to hosting an event and confirm this in a letter requesting consideration for a particular competition;
- Have sufficient resources for the expected size of the event, including lawns, personnel (see below), clubhouse, toilets and equipment (hoops and all other lawn equipment must be regulation items, and balls must be Dawson International);
- Have previous experience in running competitions for Croquet NSW, their club, interclub or regional;



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- Have club members prepared to do the required work, including preparation of lawns and grounds, set up, provide catering etc;

2.2 Club provides facilities, and Club runs the event

As per above but the 'hosts' club is entitled to the additional payment of 20% of entry fees and the club must:

- Publicise the competition within and outside the club. This would involve preparation of the publicity flyer (based on a pro-forma provided by the TC, and approved by the TC), distribution to clubs (via Croquet NSW Secretary) and adding to Croquet NSW website (via the TC). It would also involve encouraging club members to enter and one on one contact with nearby clubs and their members (email, visits, phone etc);
- Appoint a Tournament Referee from within the club and provide the required referees. This can be done in conjunction with the State Directors of Referees AC or GC (or appropriate person for Gateball or Ricochet);
- Appoint a Tournament Manager from within the club. Assistance can be sought from the TC if necessary; and
- Have a person able to enter results into croquetscores.com and to keep the required computer files. This may be the Tournament Manager.

3 Collection of Entries and Fees, etc

Croquet NSW will collect entries and entry fees, do the draw and distribute information to players and officials.

END