

CIRCULAR



No: 10/2021
Date: 19 July 2021
To: All Clubs
Re: Membership Fees and Club Information

With the recent unification of the Royal NSW Bowling Association (RNSWBA) and Women's Bowls NSW (WBNSW) to form Bowls New South Wales Ltd (BNSW) there are some administrative processes around annual membership fees and the updating of club information which may be new to club secretaries.

We are endeavouring to make these processes as efficient as possible for clubs and to ensure that BNSW can maintain an accurate and up to date database of club information and contacts.

Annual Membership Fees

As we look to streamline processes under a fixed fee structure, all clubs will now be receiving their Annual Membership Fee invoice in **July of each year** via email. As indicated throughout the unification process, one invoice will be sent to an email address nominated by the club on their [Annual Club Update Form](#).

For clubs previously affiliated with WBNSW, this is a move away from the capitation model to a fixed fee model.

This is also a change for clubs previously affiliated with RNSWBA who had received their annual invoice at the club's financial year-end.

The date that the 2021/22 Annual Membership Fee will be due will be determined by the club's previous year-end with RNSWBA, which is set out in the table below. This will be for the first year only and will bring all clubs into line with the annual invoicing cycle. Also, for this year only the 2021/22 invoice has been sent to both the men's and women's clubs, it will be up to the club how this invoice is paid.

Previous (RNSWBA) annual year end	Invoice Due by
May, June & July.	31 st August 2021
August, September, October, November, December, January, February, March and April.	30 th June 2022

Membership with Bowls New South Wales Ltd

It is a requirement that BNSW Member clubs must be **incorporated**, however in accordance with the BNSW Constitution, **unincorporated** clubs are able to be BNSW Members. Unincorporated clubs are to be represented by a Nominated Delegate who can represent the club and vote on behalf of the club at BNSW General Meetings. This information can be filled in on the **Annual Club Update Form**.

BOWLS NEW SOUTH WALES LIMITED

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Clause 5.1 Categories of Members (Bowls NSW Ltd Constitution)

The Members of the Company shall consist of:

- (a) **Clubs**, which subject to this Constitution, shall be represented by a Delegate, and who shall have the right to receive notice of General Meetings and to be present, debate and vote on behalf of the Club at General Meetings;
- (b) appointed Delegates of unincorporated Clubs who shall have the right to receive notice of General Meetings and to be present, debate and vote on behalf of the Club at General Meetings.

Annual Club Update Form

Information contained in both the current WBNSW and RNSWBA databases are being combined into the new BNSW Database. An Annual Club Update Form is required to be completed, this will be made available to current club contacts listed with WBNSW and RNSWBA.

As the BNSW offices are currently closed, please send any enquiries about this Circular to unification@bowlsnsw.com.au.

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