



## **New Membership Audit**

Following are a list of questions and verification documents that are required when interviewing and auditing new applications into our Victorian Competition.

- Are the new applicant an Incorporated Body , if yes ( require documented proof )
- Are they affiliated through their Senior Club , if yes must be named on certificate ( require documented proof )
- Review make up of committee, how many are involved, request printout of hierarchy and specific roles and responsibilities.
- Inspect ground , condition and size ( take photographs )
- Inspect car parking facilities , i.e. car park off road or parking on road and how many ( take photographs )
- Inspect Clubrooms and Change rooms , size , showers , condition , canteen facilities ( take photographs )
- Inspect colors of jumper , shorts and socks (take photographs especially front and back of jumper), review later re any clash with existing sides
- Request list of players on their current list , note how many
- How many players on their list do they know are current players with a current MAF Team
- Who are the closest Clubs to the new applicant , how close , list Clubs for further reference
- What age group are they requesting to join , or more than one Team , i.e. Supers , Masters

Explain to the new applicants our modified rules, take red, yellow and green cards and explain how they are used and what penalties are associated with each one.

Explain the makeup of the Competition, Premier Division, North, South, Masters and Over 47's

Explain how our Umpires are appointed, can supply names of competent Umpires to or Umpires Director, home Teams are responsible for payment of, field, boundary and goal umpires

Home side is responsible to supply a carton of beer to each visiting side, Competition would prefer if both sides joined together in one room to create harmony and respect

Give them a copy of our "zero tolerance policy "

Explain the joining fee \$ 1, 500 which is payable up front and is nonrefundable include fees for each TEAM and Insurance, check fees with Treasurer before speaking with applicant (vary from year to year).

Ask the applicant if there any issues or items they are not clear on (list)

Are there any unanswered questions?