

PROVINCE Registration Form

1 September 2018 – 31 August 2019



Why Register?

The registration is done firstly to RWPHSA, with a copy given to SAEF by RWPHSA, to tie the clubs and districts in a Province to the organizational structure of equestrian sport in South Africa. Provincial monies to Provinces, are at present disbursed from the National RWPHSA account, based on a formula involving club membership and show levies. The monies so disbursed can be used for development clinics and other relevant events.

Minimum Requirements for a Province

**** 1 x Registered Club with Reining & Western Performance Horse SA**

**** Documents as below**

Documents to Accompany Application	
Signed Province constitution (if changed from previous submission) (should be prepared to allow for addition of more clubs in the Province)	
Confirmation of bank account for the Province (can be linked to Club account) (letter from bank) – it is better to keep separate accounts	
Audited/Independently reviewed financial statements (only if NPO, signed minutes to accept the Financial Report at each AGM if non-NPO)	
Copy of minutes of last AGM/minutes of inaugural meeting to elect current committee)	
Copy of ID of authorized person	
List of members of the Province/Club/s (In Excel format, with at least the following details: Name, ID number, email address, athlete/official/committee member; gender; disabilities)	
List of horses in the club/s (In Excel format, with at least the following details: Name of horse, microchip number, passport number, vaccination record – AHS & Flu)	

Return completed documents to admin@reining.co.za

Bank Details:

Reining Horse South Africa,
Absa Bank Account 927 768 7028,
Branch Code 632005.

Ref: <**PROVINCE NAME**>

This is the only valid bank account for Reining and Western Performance Horse South Africa

✓	2019 Fees; 1 September 2019 – 31 August 2019	
✓	Province Registration (once-off fee is payable when the Province Constitution is submitted when there is more than 1 club)	TBA

President: Jaap Heesterbeek, Treasurer: David Beard, Secretary: Ronel Gillan-Breedt, ParaReining: Nicole Sanders, Marketing: Willie Gillan, Youth: Tamryn Thorp, Show Convener: Wilma Heesterbeek, Provincial Presidents – Neil Dougall (Gauteng), David Beard (Limpopo), Lizelle Garland (Western Cape), Ali Landwehr (KZN), Lida Stander (Free State), Susan Steynberg (Mpumalanga)

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Province Registration	
Province:	
Physical Address:	
Postal Address	
Website:	
Date Established	
Province/Club Contact Person:	
Province/Club Contact Number:	
Province/Club Email Address:	
FB Page Name:	

Province/Club Committee Details:			
	Name:	Mobile Number:	Email Address:
Chairman/President:			
Vice-Chairman/Vice President:			
Secretary:			

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Terms and conditions document

I, _____, am duly authorized to sign the terms and conditions of **RWPHSA** on behalf of _____ Province, which held a meeting on _____ and resolved to affiliate a Province to **RWPHSA**, in order to facilitate competitive and recreational equestrian activity for its participant base.

I hereby confirm that all information contained in our application for membership, or renewal thereof, is true and correct, and that the club will be bound by the Terms and Conditions of membership as set out below:

- All our committee members are fully affiliated to the **RWPHSA** through our club/s, either as full participants, or as official members.
- The Province/Club committee guarantees payment of all amounts owing by the Province/Club to any association under the jurisdiction of the **RWPHSA** and its parent bodies, the provincial and national federation.
- Should any outstanding amounts not be paid within 7 days after final written demand of such payment, the Province/Club will be placed in bad standing and all benefits to it and its participants will cease.
- Should the outstanding amounts still not be paid within 30 days of final written demand, the club will be deregistered from **RWPHSA** and future applications will be rejected.
- The Province/Club undertakes to provide all details regarding its participants manually to **RWPHSA** in cases where an online central registration system is not operational from where such information can be drawn. Where an online system is operational, the Province/Club will ensure that all Province/Club members affiliate via the online portal.
- The Province/Club is bound to affiliate to the Discipline Association/(s) where its members participate, if those members participate at a competitive level.
- The Province/Club agrees to be bound by the rules and regulations of the **RWPHSA** as are published on its websites from time to time.
- The Province/Club constitution should be in line with the **RWPHSA** constitution as far as possible, and where there is a conflict, to accept that the constitution of **RWPHSA** shall apply.
- The Province/Club agrees to dutifully distribute all correspondence received from the **RWPHSA** to its members in a timely and effective manner.
- The Province/Club indemnifies **RWPHSA** and its provincial and national bodies, and its office bearers against all damages, losses, charges, costs, and all other expenses and liability that may be incurred by any member, office bearer or competitor due to an accident or any other incident that may occur during any equestrian or other activities that the Province/Club is involved in.

PROVINCE Registration Form

1 September 2018 – 31 August 2019



- The Province/Club will at all times ensure that proper and comprehensive insurance (provided through SAEF or its own means) is in place to cover all liabilities that may result from activities of the Province/Club.
- The Province/Club will ensure that it has the necessary events permits in place when running events through a Show Holding Body (SHB), or where ever it runs events itself. It will ensure adherence to all safety regulations and legislation as is required for the running of sports events.
- The Province/Club will ensure that if using another SHB other than itself, that the SHB and the club has Service Level Agreements in place with the relevant disciplines that will be covered by the events the Province/Club is planning.
- The Province/Club agrees to send updated information to **RWPHSA** should any of its details change, as soon as the change takes place.
- **RWPHSA** guarantees that all information regarding the Province/Club, its members and all its documents will be treated as strictly confidential and that only persons duly authorized to do so, will have access to the aforementioned details.

Signed at _____ on _____ 2019

Province/Club representative signature

Province/Club representative name