



# 2024 AFFILIATION AGREEMENT

AFFILIATION AGREEMENT made the ..... day of ..... 2024

**BETWEEN**

**THE ARABIAN HORSE SOCIETY OF AUSTRALIA LIMITED** (ABN 12 001 281 590) a company duly incorporated and having its registered office at Unit 12, 40 Bowman Street Richmond 2753 in the State of New South Wales (hereinafter referred to as “the Society”)

**AND**

(hereinafter referred to as “the Affiliate Organisation”)

**WHEREAS** the Affiliate Organisation has requested the Society to permit it to describe itself as affiliated with the Society and to enjoy the benefits referred to herein to which the Society has agreed subject to the Affiliated Organisation in every respect complying with the terms hereof.

**NOW IT IS HEREBY AGREED AND DECLARED** as follows:

1. The Affiliation payment to be made to the Society at the time of lodging this Agreement for execution shall be the sum equal to \$6.00 per head, for every member of the Affiliate Organisation who should correctly appear on its membership list at the time of lodgement. **The Affiliate Organisation MUST lodge additional Affiliation Fees within 30 days of their Membership increasing. Failure to submit details and payment for any additional members during this agreement may result in your Affiliate Organisation Members not being covered by the Affiliated Clubs Insurance Package.**
2. The Affiliate Organisation shall:-
  - a) provide to the Society, a true copy of its Certificate of Incorporation upon application (or if changed since application, then upon renewal).
  - b) provide to the Society, a copy of the Affiliate Organisations Constitution upon application (or if changed since application, then upon renewal).
  - c) advise the Society in writing of the names, addresses, telephone numbers and email addresses of all current office bearers of the Affiliate Organisation and shall promptly advise the Society of any changes or alterations thereto.
  - d) keep a Register of Members clearly showing, Members Details (including name, address, phone and email), if they are members of the AHSA Ltd (if advised), if they are members of another AHSA Affiliate Organisation (if advised) and provide a copy of this Register to the Society.
  - e) **include the Release and Waiver of Liability, as supplied by AHSA, on its Membership and Membership Renewal Applications OR have all Members sign a separate Release and Waiver of Liability and keep a copy on file for at least five years.**
  - f) furnish to all Affiliate Organisation Members a Membership Card (or receipt) as proof of Membership, clearly stating all Members Names and their Membership Expiry Date.
  - g) **shall not knowingly accept membership from any person denied membership to the Society or any person subject to any current animal welfare conviction.**
  - h) **shall cancel or suspend the membership of any person whose membership has been cancelled or suspended by the Society.**
  - i) shall not conduct or organise any Show Graded “A” or higher, and not exceed two days, at the Venue of the Australian National Arabian Championships within one month prior to the Australian National Arabian Championships.
  - j) furnish to the Society such other information as the Society shall reasonably require.
3. The Society has in place an Affiliated Clubs Insurance Package which allows for participation by Affiliate Organisations of the Society. Upon application/renewal to the Society, the Affiliate Organisation shall be entitled to participate in such package, provided all requirements are met. The Affiliate Organisation must furnish to the Society a list of all members of the Affiliate Organisation who are participants in the Affiliated Clubs Insurance Package offered by the Society and declare all horse events. Should the Society’s Affiliated Clubs Insurance Package premium be adversely affected as a result of any activity of the Affiliate Organisation, the Society has the right to renegotiate the Affiliate Organisations portion of such premium increase.
4. The Affiliate Organisation must declare (on Page Three) to the Society the activities and the number of horse events/shows it proposes to conduct under the terms of its affiliation with the Society during the term of this agreement:
  - a) The insured disciplines and activities that are included in your cover by the AHSA Ltd. Affiliated Clubs Insurance Package are:

Administrative Duties	Dressage	Mounted Games	Working Bees
AGM’s	Education/Clinics	Natural Horsemanship (Ridden)	Working Hunter
Barrel Racing	Fundraising	Ridden Classes (Show Type)	Working Equitation – no use of cattle permitted
Carriage/Harness	Halter Classes	Social Activities	
Committee Meetings	Lead Line	Sporting Events (SHA Rulebook)	Working Stock Horse Classes
Costume	Liberty	Western Pleasure	Youth Program

- If there are additional disciplines (not tabled) that your club will be undertaking in 2024, you are to detail them (on Page Three) and additional premiums may be payable for such activities.

- The AHSA Ltd. Affiliated Clubs Insurance Package may not provide cover if full club activities are not disclosed.
- b) All Horse Events/Shows must be declared on the Event Notification Calendar (on Page Four) and the relevant Event Notification Fee of \$25.00 per Event be paid upon application/renewal. The Event Notification Calendar will advise the Society of all event details, including but not limited to: the date of the event, the venue, the number of exhibits, the number of participants etc. **This Event Notification Calendar can be updated (added to) at any time during the year. Failure to notify AHSA of any Event may result in that event and therefore, all participants of that event, not being covered by your Affiliated Clubs Insurance Package.**
  - c) All Affiliate Organisations must have in place a Risk Management Plan. This Risk Management Plan MUST include having a designated, qualified First Aid Officer at ALL events.
  - d) Affiliate Organisations must complete a Risk Management Assessment (or Event Day Inspection Form) prior to each event and lodge as soon as practical.
  - e) The Affiliate Organisation MUST complete an Incident Report for any incident that occurs with the potential for any Liability or Accident Claim. This Incident Report must be returned to The AHSA Ltd within 14 days of the event.
5. In respect of every Graded Horse Show conducted by or under the auspices of the Affiliate Organisation:-
    - a) it shall be a condition of entry that all Arabian and Arabian bred exhibits shall be registered in the Stud Book or Register of the Society **and that the registered owners of those exhibits are Members of the AHSA Ltd.** All such shows will be conducted as per the current AHSA Rule Book. The Affiliate Organisations should utilise the Society's Online Stud Book to check the validity of their exhibits and exhibitors. A "Show Check" may be submitted to the Society with registration or membership queries not visible on the Online Stud Book. The onus is on the Affiliate Organisation to ensure that all details are correct and Show Grading Guidelines have been met.
    - b) the Affiliate Organisation must use AHSA Panel Judges for Arabian and Arabian Derivative breed classes and they must supply the AHSA Rule Book to non-AHSA panel judges officiating other Arabian related classes.
  6. The Affiliate Organisation is permitted to state on all its letterheads and documents that it is affiliated with the Society and can reproduce the logo of the Society on such letterheads and documents provided that the statement and reproduction is such that it cannot be construed that the Affiliate Organisation has any legal connection with the Society other than affiliation in accordance with this Agreement and further provided that the Affiliate Organisation shall lodge with the Society pre-printing proofs of letterheads and documents and all changes thereof and shall have received written approval of their acceptability from the Secretary of the Society before their printing and use. Failure to comply may lead to point 10.a.
  7. The Society agrees that the Affiliate Organisation is entitled to state its name and the name, address and telephone number of one of its officers in the Directory of Affiliate Organisations published in each issue of the Society's publication and website. The Society will advise the publishers of such details and changes as per their advice.
  8. The Affiliate Organisation shall be entitled to receive without charge any communication such as a newsletter or other information as shall be produced by the Society from time to time. Copies of such material shall be supplied in such quantities as the Society considers appropriate to the size of the Affiliate Organisation in regard to the number of its paid-up members from time to time.
  9. In the event that the Affiliate Organisation shall have any regular newsletter, magazine or publication it shall, as soon as practical after publication thereof forward a copy to the Society without charge or fee and also shall be entitled to submit to the Board of Directors of the Society or any other committee or group established by the Board such written proposal and recommendations that it feels the Society can act upon to further the interest of breeders, owners and riders of Arabian Horses throughout Australia and shall be entitled to receive a written response thereto from the Board of Directors. The Affiliate Organisation agrees that the Board is not bound to implement any such proposal or recommendation.
  10. a) The Society may cancel this Agreement forthwith upon giving to the Affiliate Organisation written notice to that effect should the Society consider that any letterhead, document, advertisement or any other printed matter used or issued by the Affiliate Organisation is such that it infers that the Affiliate Organisation has any legal connection with the Society other than affiliation in accordance with this Agreement.  
 b) The Society may cancel this Agreement by such written notice if the Affiliate Organisation shall fail to rectify any breach of this Agreement within thirty (30) days of being called on in writing by the Society to do so.  
 c) This Agreement may be cancelled should at any time the paid-up membership of the Affiliate Organisation become less than 10 unrelated members, or at the discretion of the Board of Directors.
  11. The Affiliate Organisation may cancel this Agreement at any time upon expiry of thirty (30) days notice of its intention to do so duly given by it in writing to the Society.
  12. Cancellation in any circumstances shall not affect the rights or obligations between the parties hereto which arose prior to such cancellation.
  13. This Agreement shall terminate on 31<sup>st</sup> December 2024. Any further agreement in any case entered into to commence thereafter may at the discretion of the Society alter in substance from this Agreement.

**2024 Affiliate Organisations Table of Declared Activities**

All activities your Club proposes to conduct in 2024 MUST be declared on this table – please tick where applicable.

<b>AHSA Approved Activities</b>	<b>Declared in 2024</b>
Administrative Duties	
Australian Classes	
Barrel Racing	
Carriage/Harness	
Committee Meetings & AGM's	
Costume	
Dressage	
Education/Clinics	
Fundraising	
Halter Classes	
Lead Line	
Liberty	
Mounted Games	
Natural Horsemanship (Ridden)	
Ridden Classes (Show Type)	
Social Activities	
Sporting Events (SHA Rulebook)	
Western Events	
Western Pleasure	
Working Bees	
Working Hunter	
Working Equitation – no use of cattle permitted	
Working Stock Horse Classes	
Youth Program	
OTHER *	

\* Details on "Other" activities undertaken by club:

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**2024 AFFILIATE ORGANISATION EVENT NOTIFICATION CALENDAR**

Event Notification Fees Applicable - \$25.00 per horse event.

	Event Date:	Event Name:	Event Location:	No. of Expected Participants:	No. of Expected Horses:
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

**2024 AFFILIATE ORGANISATION INFORMATION SHEET**

Please type or print <b>all</b> information and lodge with the Affiliation Agreement.	
<b>Full Name of Organisation:</b>	
<b>ABN:</b>	
<b>Correspondence to be Addressed to (for Publication in The Australian Arabian Horse News):</b>	
Name of Person:	
Address:	
Telephone Number:	
Email Address:	
<b>Names, Addresses, Telephone Number and Email Address of your Affiliate Organisation Committee:</b>	
<b><u>PRESIDENT:</u></b>	
Address:	
Telephone Number:	
Email Address:	
<b><u>SECRETARY:</u></b>	
Address:	
Telephone Number:	
Email Address:	
<b><u>TREASURER:</u></b>	
Address:	
Telephone Number:	
Email Address:	
<b>Additional Information:</b>	
Number of AHSA Ltd. Members of your Affiliate:	Number of NON-AHSA Ltd. Members of your Affiliate:
Total Number of Members of your Affiliate:	
No of Office Bearers of your Affiliate:	No of Volunteers of your Affiliate:
No of people including spectators at biggest event / activity:	
Does the Affiliate provide any:	
Legal, financial or environmental advice	Yes <input type="checkbox"/> No <input type="checkbox"/>
Medical treatment (other than first aid), medical advice, scientific or medical research	Yes <input type="checkbox"/> No <input type="checkbox"/>
Professional services that are provided on a "fee for service" basis (other than tuition)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do members sign a Release and Waiver	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, how often?
Does the Affiliate have (tick those applicable and provide copy)	a constitution <input type="checkbox"/> qualified first aid officers <input type="checkbox"/> rules & regulations <input type="checkbox"/> risk management program <input type="checkbox"/> hot weather policy <input type="checkbox"/> age limits <input type="checkbox"/> compulsory helmet use <input type="checkbox"/> bio-security measures <input type="checkbox"/>
After enquiry, are the Office Bearers / Committee Members or the Affiliate aware of any circumstance which may result in a claim being made? If yes, attach full details.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Signed for and on behalf of the Affiliate Organisation ..... President  
 (Any two to sign) ..... Secretary  
 ..... Treasurer  
 Signed for and on behalf of The Arabian Horse  
 Society of Australia Limited (ABN 12 001 281 590) ..... Secretary

**CHECK LIST FOR A SMOOTH AFFILIATION RENEWAL / APPLICATION**

Have You:

1. Completed the Declared Activities Table on Page Three of this Agreement ?
2. Completed the Event Notification Calendar on Page Four listing **ALL** Horse Events proposed for **2024** ?
3. Completed the Affiliate Organisation Information on Page Five ?
4. Had two Office Bearers sign the Agreement on Page Five ?
5. Attached a current Membership List ?
6. Attached a copy of your Affiliate Organisations Certificate of Incorporation (for new applications only)?
7. Attached a copy of your Affiliate Organisations current Constitution (for new applications only)?
8. Paid your Affiliation Fee (calculated at \$6.00 per head) ?
9. Paid your Event Notification Fees (calculated at \$25.00 per horse event) ?
10. Paid the Public Liability Insurance Premium Portion as per your Tax Invoice ?
11. Included the Society in your Newsletter mailing list ?

**PLEASE NOTE:**

**Affiliation Agreement, Membership List, Event Notifications Calendar and all relevant Fees must be lodged prior to 1<sup>st</sup> March 2024, otherwise Affiliation and Insurance Cover will cease.**

**New Affiliation Applications must also include a copy of your Clubs Certificate of Incorporation and Constitution.**