

# DOMESTIC TOURS

## TOUR DETAILS

CLUB NAME: \_\_\_\_\_

TEAM(S) TRAVELLING / AGE GROUP: \_\_\_\_\_

TOUR TYPE: (PLEASE CIRCLE)      SINGLE MATCH      MULTIPLE MATCHES      TOURNAMENT

TOURNAMENT NAME (IF APPLICABLE): \_\_\_\_\_

HOST CLUB: \_\_\_\_\_

TOUR LOCATION (CITY / STATE): \_\_\_\_\_

TOUR START DATE: \_\_\_\_\_ TOUR END DATE: \_\_\_\_\_

ACCOMODATION NAME: \_\_\_\_\_

## TOUR MANAGER CONTACT DETAILS

FULL NAME: \_\_\_\_\_

PHONE BUS HRS: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ FAX NO: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

SIGNATURE OF TOUR MANAGER: ..... DATE: / /

## REQUIREMENTS FOR SUBMISSION TO FFV

### PLEASE SUBMIT THE FOLLOWING WITH THIS FORM:

1. NAME, CLUB AND FFA ID NUMBER FOR ALL PLAYERS TRAVELLING – SPREADSHEET ON FFV WEBSITE
2. CONTACT DETAILS FOR ALL ADULTS TRAVELLING AS COACH, TEAM MANAGER OR SUPERVISORS (FOR TOURS INVOLVING MINORS)
3. WORKING WITH CHILDREN CHECK PROOF FOR ALL ADULTS TRAVELLING (FOR TOURS INVOLVING MINORS)
4. IF MORE THAN ONE MATCH, ATTACH A SCHEDULE OF MATCHES OR TOURNAMENT DRAW
5. INVITATION /CORRESPONDENCE FROM THE INTERSTATE CLUB HOSTING THE MATCH /TOURNAMENT

### PLEASE NOTE:

- THIS FORM AND ALL REQUIREMENTS **MUST** BE SUBMITTED TO THE FFV MYFOOTBALLCLUB TEAM NO LESS THAN THREE (3) WEEKS PRIOR TO DEPARTURE
- A \$55.00 LATE FEE APPLIES TO APPLICATIONS SUBMITTED WITHIN 3 WEEKS OF DEPARTURE
- SANCTION WILL NOT BE PROVIDED UNLESS ALL REQUIREMENTS HAVE BEEN MET
- A LETTER OF APPROVAL WILL BE FORWARDED TO THE TOUR MANAGER ONCE ALL REQUIREMENTS HAVE BEEN MET
- FFV WILL NOTIFY THE STATE BODY OF WHERE THE TOUR IS TAKING PLACE OF THE SANCTION PROVIDED TO YOUR CLUB

## FFV OFFICE USE ONLY

DATE RECEIVED:

DATE PROCESSED:

STAFF MEMBER:



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