

Memorandum

TO: AFFILIATES, NYC ENTITIES, TFA REFEREE ADVISORY PANEL, STATE REFEREE DIRECTORS & NATIONAL REFEREES

FROM: TARA STEEL – NATIONAL TECHNICAL MANAGER

SUBJECT: 2010 X-BLADES NATIONAL YOUTH CHAMPIONSHIPS REFEREE NOMINATIONS

DATE: 26 JULY 2010

CC: GREG WEST – DIRECTOR OF REFEREES

Touch Football Australia (TFA) is calling for nominations for suitably qualified referees to be considered for attending the **2010 X-Blades National Youth Championships from 15th-18th September** at Caloundra.

The NYC will follow the National Touch League in moving to Queensland for the first time and will be held at Stockland Park, Caloundra.

The event will comprise of the 18s Boys and Girls Divisions and promises to bring the best Youth players from across the country, with School, Permit and Representative teams all competing.

The event also brings the opportunity for referees across the country to take part and improve their skills at an Elite Youth event, and be coached by Australia's leading Referee Coaches.

This document outlines information for referees interested in participating in this tournament. If you have any queries please do not hesitate to contact me on the details below.

Kind Regards,

Tara Steel
Touch Football Australia
National Technical Manager
tara.steel@austouch.com.au

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X – Blades National Youth Championships 15th-18th September 2010

Logistics	Information
1. Location	The 2010 X-Blades National Youth Championships will be held at Stockland Park, Nicklin Way, Kawana, from Wednesday 15 th – Saturday 18 th September 2010.
2. Nomination Criteria	Referees nominating must hold a level 3, 4, 5, or 6 badge. Nominations must be forwarded to their respective State Referee's Director to be endorsed. The State Director will then forward to the TFA office.
3. Nominations	Your nomination MUST reach the TFA Office by COB Friday 6th August TFA will advise you of your accepted endorsement via email by Wednesday 11th August 2010. Please note that as per previous years no referee will be able to attend if not endorsed by your state office or panel depending on your local selection policies. TFA are this year introducing the payment of Deposits with your nomination. Credit card details are provided on the nomination form which is required to be completed when you nominate. If your nomination is successful the \$150 deposit will be taken from those details. If you are not successful the details will be destroyed. If you do not have a credit card select the Invoice choice for payment. Please note that all successful nominations are liable for this amount.
4. Approved Tournament Referees	Referees whose nominations are endorsed will be sent (via email), a Tournament Acceptance Pack. This pack must be completed and returned to TFA by Wednesday 25th August 2010. The Tournament Acceptance Pack will include: <ul style="list-style-type: none"> • successful letter; • an invoice for remainder of referee levy \$279 inc GST which is due on Wednesday 25th August 2010; • Participant Declaration Form (event specific); • TFA Code of Ethics Form (not event specific); • Medical Form.
5. Referee Levy Assistance	TFA and the Entities who enter the NYC recognise that the event could not be successful without high quality officials. As outlined in the TFA NYC Conditions of Entry, each team is required to pay a "referee levy" as a contribution towards ensuring that the individual referee levy is less than the actual costs of having the referee's attend. The levy is \$110 inc GST per team, this money is then added up and applied equally to all referees whom attend the NYC. This reduces the levy amount outlined below for all referees; we hope that this reduction assists more referees to be able to afford to come to the event.
6. Levy & Travel Assistance	Levy \$390 + GST or \$429 including GST The levy of \$429 includes: <ul style="list-style-type: none"> • 5 nights accommodation - \$290 arrive Tuesday 14th September, depart Sunday 19th September (<i>breakfast is not included as units are self contained</i>);

	<ul style="list-style-type: none"> • Professional Development of referee skills by the National Referee Panel, Volunteer Managers and Staff assistance - \$56; • Referee function; - \$31 • Referees medallion, Team photo, team leader awards - \$26 • Ground Transfers as identified for the duration; - \$36 • Medical assistance - \$35; • Lunch for each day of competition – salads, cold meats, incidental items such as fruit, snacks and ice.- \$34 • Shelter and hire equipment - \$50 • GST allocation includes \$55.80 (based on if there was no subsidy offered) <p><i>Please note:</i> If you wish to purchase an additional photo please advise your Referees Manager. Cost for additional photos will be \$15. Payment is required on the first day of competition.</p> <p>With the breakdown provided as above, you will notice that the costs are above that at which TFA has requested a levy from each individual, the additional costs in providing this event is being covered by operating funds derived from affiliation fees. The allocation is a strategic priority of TFA to ensure a high level of service is maintained towards national level officials to support there attendance and involvement therefore off setting the full costs of all of the varied elements of the levy.</p> <p>The following items that are listed in the levy breakdown are the areas where TFA is allocating its assistance: medical levy, professional staff assistance, professional development provided by the Referee’s Coaching Panel, Service Awards, shelter and hire equipment.</p> <p>Furthermore the increase from last years levy is mainly due to the fixed costs of hiring equipment and infrastructure, which was previously not required.</p>
<p>7. Payment Methods & Withdrawals</p>	<p>This payment schedule is very firmly in place. Non-compliance may result in your inability to participate in the 2010 NYC</p> <p>Each referee is asked to ensure that leave from work is organised and that injuries are properly managed.</p> <p>Please be aware that referees that withdraw from the NYC after nominating will not be refunded the deposit and will incur any costs that can not be recovered after this time.</p> <p>If a withdrawal occurs for a valid reason, then the individual can apply via a letter to TFA with that reason. The letter must also be accompanied by a form of evidence for example a doctor’s certificate or letter from an employer. These will be reviewed on a case by case basis, a determination will be made and the matter will be final. Any outstanding fees will then need to be paid by the individual to ensure a debt does not exist.</p> <p>Payment Process</p> <p>If your nomination is approved, your deposit will be taken and you will be sent an invoice for the levy amount payable. with final levy payment of \$279 inc GST due Wednesday 25th August 2010</p> <p>If you do not receive this invoice electronically you must contact Tara Steel at TFA immediately.</p> <p>This invoice may be paid by either cheque, B-Pay or Credit Card.</p> <p>If you have any questions or require further explanation of the payment</p>

	process please do not hesitate to contact Tara Steel or the TFA Finance Department on 02 6212 2800.
8.Travel Assistance Levy	In line with the NYC Tournament Conditions a Travel Assistance levy will no longer be requested or provided.
9. Accommodation	<p>All tournament referees must stay at the TFA nominated accommodation The Moorings Beach Resort 88 The Esplanade Golden Beach QLD 4551 Phone: 07 5492 1388 http://www.mooringsbeachresort.com.au/</p> <p>Check in/out</p> <p>All referees must make their own travel arrangements to the accommodation and are to be checked in at the accommodation on Tuesday 14th September. Check out will be Sunday 19th September by 10am.</p> <p>Room Requests & Listing</p> <p>Room requests and lists will only be met and provided once full payment has been received by TFA.</p> <p>Accommodation Discounts</p> <p>Discounts are not available for referees not staying the full period, i.e. for those not staying the last night after the competition has finished.</p> <p>Conduct/Damage and Finalising Accounts</p> <p>Each individual has a responsibility to ensure that they conduct themselves in a respectable manner throughout the period they are apart of the Referee Contingent for the 2010 event. As such we expect a high level of behavior and do not want any damage to occur within the accommodation we have arranged.</p> <p>As such if damage occurs or conduct becomes unacceptable the people who are allocated the room will be equally responsible to cover any costs or could be evicted from a room. Further to this any accounts incurred while at the NYC need to be finalised prior to departure, if this does not occur, equally the responsibility for payment becomes all occupants of the accommodation</p>
10. Travel Arrangements	<p>Referees must make their own travel arrangements to and from the tournament as stated above.</p> <p>TFA has organised transport for transfers between the accommodation and fields each day of the tournament and to official tournament meetings and function.</p>
11. Pre-Tournament Meeting &Function	Referees will be required for a Pre-Tournament Meeting with the Referees Panel & Tournament Management commencing at 6pm at Caloundra RSL. More details will be provided to successful referees.
12. Uniforms	<p>As this is a national tournament, the official TFA green & gold National Referee Uniform must be worn for the entire tournament for National level referees (Levels 4-6). Level 3 Referees must wear TFA blue and red uniform. All uniforms must have the TFA logo, not a state logo and must not have any affiliate, region or state sponsors logo printed on the shirt or shorts. Further, to maintain a high level of presentation as a referee your uniform must be in good condition.</p> <p>Uniforms and additional merchandise items can be purchased from TFA via the national website (www.austouch.com.au). To guarantee delivery prior to the event, orders must be placed by Friday 13th August 2010 If it is not received by the deadline you may not receive your gear for the</p>

	<p>tournament.</p> <p>All uniform enquires and orders should be directed to TFA via Chrissy Brockway chrissy.brockway@austouch.com.au or 02 6212 2800</p> <p>The official Referee Tournament Polo (navy and gold) must also be worn at this event. The polo is not included in the levy and can be purchased from the TFA office at a cost of \$35 if not already owned.</p>
<p>13. High Performance Camp</p>	<p>The Australian Men's and Women's National Training Squads will be in attendance at the event for a training camp from Friday to Sunday. This may see some referees invited to officiate in trial matches on Friday evening. It will also provide the opportunity for referees to be involved with the camp on Sunday morning to receive video analysis, and individual feedback from National Referee Coaches, led by High Performance Advisor Ian Matthew and involvement with the latest trends at the highest level in the sport.</p> <p>If you are interested in taking up this opportunity please keep this in mind with travel arrangements. The camp is expected to conclude at approximately 1pm on Sunday, with more detailed information provided in Letters to successful NYC nominees.</p>
<p>14. Key Dates Summary</p>	<ul style="list-style-type: none"> • Friday 6th August – Nominations due to TFA office • Wednesday 11th August – Nomination advice & tournament pack for successful nominations received via email from TFA. Deposits taken for successful referees. • Friday 13th August – Uniform orders due. • Wednesday 25th August – Final payment due & all forms from tournament pack due.