

THE PONY CLUB ASSOCIATION OF SOUTH AUSTRALIA INC

APPLICATION TO TRANSFER

PLEASE READ THE ENCLOSED SHEET CAREFULLY BEFORE COMPLETING THIS FORM.
RIDING MEMBERS & COACHES ONLY NEED TO APPLY.

TRANSFeree

Name		Date of Birth / /	
Address		Post Code	
Current Club		Date Joined / /	
Length at current Club	Length at previous Club		
PCASA State Member YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Joined / /	Length of Membership	
Reason for requesting Transfer			
New Club		Date / /	
Is this Club closest to your Home or Agistment YES <input type="checkbox"/> NO <input type="checkbox"/>			
Signature of Transferee or if under 18 years Parent / Guardian			
If under 18 years – Parent or Guardian Name			
Names of Non-Riding Members wishing to transfer with the above Riding Member			

CLUB

The new Club Hereby accepts the application into their Membership YES <input type="checkbox"/> NO <input type="checkbox"/>			
New Clubs Secretary	Name		Date / /
	Signature		
Surrendering Club Secretary	Name		Date / /
	Signature		

ZONE

Member transferring to a Club within the Same Zone YES <input type="checkbox"/>			
Received by Zone	Date / /	Placed before Zone on	Date / /
Zone Secretary	Name	Signature	
Member transferring to a Club within the Same Zone NO <input type="checkbox"/>			
Received by Zone	Date / /	Placed before Zone on	Date / /
Receiving Zone Secretary	Name	Signature	
Received by Zone	Date / /	Placed before Zone on	Date / /
Surrendering Zone Secretary	Name	Signature	

PLEASE NOTE

WHEN TRANSFERRING FOR ANY REASON OTHER THAN CHANGE OF ABODE FOR RIDER OR HORSE, THE RIDER WILL BE INELGIBLE FOR CLUB TEAM COMPETITION AT STATE CHAMPIONSHIPS FOR 6 MONTHS (REFERRED TO AS A SUSPENSION).

OFFICE USE ONLY

This application was received at PCASA Headquarters on		Date / /
This application was placed before the Executive on		Date / /
The application to transfer was Approved <input type="checkbox"/> Not Approved <input type="checkbox"/>		
Signed by Member of Senior Executive		Date / /
Name of Senior Executive Member		

THE PONY CLUB ASSOCIATION OF SOUTH AUSTRALIA INC
INTERCLUB TRANSFER GUIDELINES

TRANSFeree:

Please fill out all sections marked Transferee and sign and date in the appropriate place, if under 18yrs please have a parent/guardian sign and date this section. If there are any Non-Riding members of your family who wish to transfer with you, please provide their names under the - Names of Non-Riding Members wishing to transfer with the above Riding Members.

CLUB:

Secretary of the New Club needs to fill out this section and sign and date it in the relevant section, and Secretary of the Surrendering Club to also sign and date the relevant section. Each Club should keep a copy for their records.

ZONE:

If the Transferee is transferring to a club within the same Zone, tick **Member transferring to a Club within the same Zone: YES** . The Zone Secretary signs and dates the form.

If the Transferee is transferring to a Club within a different Zone, tick **Member transferring to a Club within the same Zone: NO** . The Secretary of the Receiving Zone signs and dates the form and then sends it to the surrendering Zone.

The Secretary of the surrendering Zone signs and dates the form, and then the form is forwarded to PCASA.

Please Note: All Pony Club Riding & Coaches, including those over 26yrs wishing to transfer to a different club must submit the above form. This form must be completed in full, prior to submitting to PCASA.

PCASA:

The transfer request will then be tabled at the next available PCASA Executive Council meeting for approval. PCASA will keep a copy of the completed form in the office. All transfers must be applied for on PCASA Official Forms which shall be available from Club & Zone Secretaries as well as the Secretary of the Pony Club Association, and also found on the PCASA website under Forms/Membership.

JUSTGO:

Once approved by the PCASA Executive Council, PCASA will then initiate the transfer in JustGo and the new/old clubs will receive an email to action the transfer.

Members who transfer from one Club to another, regardless of suspension being waived or not, take note of the following – that riders who were members of their previous club for a period of 2 years or more are allowed to take 4 qualifications forward onto their transferred card. To be able to carry forward 4 qualifications onto their transferred card the member must have a minimum of 8 qualifications at their previous club in the preceding 18 months. Members who do not meet the above criteria, may take 2 qualifications onto their transferred card.

An application for a new Attendance/Performance Card (**Tick Transfer in the top part of the form**) must be submitted to the PCASA office & Card Registrar, with a copy all old cards, both sides, open to A4 size attached. (**Eventing, Showjumping & Dressage**).

WHEN TRANSFERRING FOR ANY REASON OTHER THAN CHANGE OF ABODE FOR RIDER OR HORSE, THE RIDER WILL BE INELIGIBLE FOR CLUB TEAM COMPETITION AT STATE CHAMPIONSHIPS FOR 6 MONTHS (REFERRED TO AS A SUSPENSION). When the six month suspension period is to apply to any Member on transfer the date from which the suspension shall commence will be from the date recorded on the Application Form by the surrendering Club Secretary. For the purpose of Transfers of all Members from Club to Club, all Clubs involved in a transfer shall be regarded as if they are fully financial with the Pony Club Association of South Australia, whether they are financial or not. The Transfer procedure is essential unless the member has been un-financial for a minimum period of twelve months. For interstate transfers, a letter from the President of the surrendering club will be mandatory if interstate qualifications are to be recognised.