

# ***Member Transfer Policy***



Version 1 - June 2016

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## Requirements

1. A Skate Victoria member wishing to transfer membership from one Skate Victoria Roller Derby club to another Skate Victoria Roller Derby club is required to gain clearance to transfer from their previous club and Skate Victoria prior to the transfer.
2. A Skate Victoria member wishing to transfer must initiate a transfer using this form <http://goo.gl/forms/QWvQcxXljxy0ORI03> which will then be processed by Skate Victoria.
3. An Executive Committee office bearer from both the previous club and the new club must be in agreement of the transfer and subject to the member having no financial liabilities, including the return of club property and disciplinary proceedings outstanding. Upon being advised of agreement between the relevant clubs, Skate Victoria will then approve the transfer.
4. So far as reasonably practicable, a member's previous Roller Derby club shall provide approval to transfer or otherwise to the member within 14 calendar days of date of application.
5. New clubs are under no obligation to accept a member transfer.

## Process for Transfer

The member is required to initiate transfer, not the clubs, by using the Member Transfer Form: <http://goo.gl/forms/QWvQcxXljxy0ORI03>.

Skate Victoria will forward the member's request for transfer to their previous club. The club will be required to complete the Skate Victoria Release for Transfer Form: <http://goo.gl/forms/WVixsHIDFih8jqsU2>.

So far as reasonably practicable, the form is to be completed by the club within 14 days.

Skate Victoria will forward both the member's and the previous club's transfer forms to the new club.

The new club will be required to complete the Skate Victoria Acceptance for Transfer Form: <http://goo.gl/forms/P7mRVigHo6WQccX63>.

## Appeals

If a new club has rejected the transfer request of a member, the member may apply to the State Incorporation Body to deal with the matter. Alternatively, the member may lodge a formal complaint in accordance with Schedule 7 of the Member Protection Policy.

## Document Revision History

June 2018	Requirements	Updated
June 2018	Process for transfer	Updated
June 2018	Appeals	Updated

**SKATE**  
***VICTORIA***  
***INC***