

## EVENT LICENCE

### APPLICATION DETAILS

When planning your event why not allow Volleyball England to help with some of the aspects of running your competition/tournament. Volleyball England has introduced an 'Event Licence' that has been designed specifically to provide you with a service that assists you in delivering on some of the following areas; general organisation, marketing & promotion and welfare. It helps to ensure that you meet minimum standards of safety.

The Event Licence is to ensure that tournaments are run under the auspices of the National Governing Body and that entrants know that the Governing Body sanctions the event and ensures quality control of events. Licence fees are charged on the basis of the number of **teams** participating in the tournament – irrespective of size of team, whether it is pairs, 3v3, 4v4 or 6v6.

Number of Teams	Cost
Up to 25	£20
26-100	£30
over 100	£40

**NOTE: Regulations from the F.I.V.B. are strictly enforced in particular for the invitation of representative teams from abroad for major events.**

Successfully applying for an Event Licence will entitle you to the following benefits:

- Public Liability and Products Insurance totalling £5million for the event organisers and all affiliated participants.
- Welfare Pack including guidance on Child Protection (photography posters, labels and register).
- Official tournament recognition and status with Volleyball England.
- Inclusion in Volleyball England website Tournament Register and Planning Diary.
- Provided with and right to use the Volleyball England logo in official promotions.
- Organisers pack
- National Officer advice and guidance.
- Notification of clashes with other tournaments or Volleyball England organised events.
- Consideration as a tournament for the upgrading of referees.

In return for the above benefits we require certain criteria to be fulfilled to provide effective cover and service to the event:

- **Club Affiliation:** The club or association organising the event must be affiliated to Volleyball England.
- **Child Protection:** We also require all events involving persons under the age of 18 to comply with the Volleyball England Child Protection Policy (details are contained in the Event Licence Pack).
- **Competitions Framework:** Any competitions involving junior players will also be required to comply with the Competitions Framework (please see the attached Let's Play Volleyball information sheet).

- **Data Capture:** We ask that you forward to Volleyball England entry and team information to enable us to develop a better communication flow to those involved in volleyball throughout the country. A relevant form will be included in the Event Licence Pack or details can be emailed. This will require a statement as per the Data Protection Act to be included on entry forms to disclose information to Volleyball England.

**Please return your Event Licence Application Form together with the appropriate fee (cheques made payable to 'English Volleyball Association Ltd') to: Volleyball England SportPark, No. 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF**

Event Name:	
Start Date:	End Date:
Start Time:	Organisers:
Website (a link will be placed on the Volleyball England Website):	

Event Location (a link to Multimaps will be placed on the Volleyball England Website):	
Location County:	Location Postcode:

Contact Details			
Name:		Address:	
Tel:		Fax:	e-mail:
Please enter details that you wish to be displayed on the Volleyball England Website search facilities			
Public Telephone		Public E-mail	

Tournament Details
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How many teams do you anticipate taking part?			
	Male	Female	Mixed
NVL Division 1			
Other NVL Division			
Regional/Local League			
Beginners/casual			
Juniors			
<b>Total estimate</b>			

Age groups catered for	Please ✓	
	Male	Female
11 and under		
12 – 14		
15 – 17		
Adult		

Tournament format	Please ✓
2 a-side	
3 a-side	
4 a-side	
6 a-side	

<b>Competition Entry Fees</b>	£
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Playing surface	Please ✓
Indoor (state type)	
Beach	
Grass	

Will teams from other countries participate?	Please ✓
Home countries	
Europe	
Rest of World (specify)	

Please provide details of the following	
	Details
Car Parking	
Camping	
Accommodation nearby	
Refreshment on site	
Prize money	
Sponsors	
First Aid facilities	

Do you require the following?			
	Yes	No	Details (if applicable)
Volleyball England to supply entry forms to enquirers			
Electronic copy of entry form for Volleyball England web-site			URL:

Safeguards under the Data Protection Act will apply to all information provided

<b>I agree to organise this tournament in accordance with the rules &amp; regulations of Volleyball England. I give permission for Volleyball England to divulge any information from this form.</b>	
Signed:	
Name (please print):	Date:

For Office Use Only			
Date Received	Date Payment Received	Amount	Licence Number