

HAMPSHIRE RUGBY FOOTBALL UNION LIMITED

Regulation. Advice and Guidance Note 3

Sponsor Management Board

Approved 17 March 2016

Last Updated February 2020



MEMBER CLUBS - CRITERIA AND CONDITIONS

- 0301 The criteria and conditions applicable for admittance, and for continuation, as a Member Club of the Hampshire Rugby Football Union Limited, have been agreed by the Management Board to be as follows.
- 1 The Club must be located, and must play its "home" matches, within Hampshire, the Isle of Wight or the Channel Islands ("the County") and must not be allocated by the Rugby Football Union to another County Constituent Body. A Club in membership of the RFU and allocated to another Constituent Body other than another County may be a Member Club. A Club located outside the County, or unable to fulfill all these criteria, may be an Out of County Associate Club only.
 - 2 One of the main objects of the Club must be the playing of Rugby Union Football.
 - 3 The Club must field at least one adult team.
 - 4 The Club's first fifteen, must have a fixture list of not less than eight matches for the whole season.
 - 5 The Club must have access to a home pitch and adequate changing facilities over which it enjoys or can expect to enjoy a reasonable guarantee from the owners for regular use. A Club that is required to move from its home ground through reasons beyond its control must contact the Club Development Chairman as soon as it becomes aware of any potential problem. Any Club seeking to permanently change the location of where it plays its home games to a venue located outside the County must inform the Executive Director.
 - 6 The Club must have at least three different people to manage the club and undertake the tasks of President and/or Chairman, Secretary and Treasurer all of whom jointly accept responsibility for the management and conduct of the club. In addition the Club must appoint a Disciplinary Chairman, who could be, but need not be, one of the above. If there are any teams playing age grade rugby with playing members under the age of 18 then the Club must also appoint a Youth Chairman and a Safeguarding Officer.
 - 7 The Club must produce a copy of its constitution (including a code of conduct which meets the requirement of Regulation 13) with its application.
 - 8 The Club must ensure that all details required by the Game Management System are entered on-line on the RFU Website.
 - 9 The Club must pay its charges on receipt of the annual invoice from the County Office not later than 31 October. This invoice will normally be issued with the County handbook each September. See 0307.
- 0302 Any Club seeking to add to or change its name or merge with another Club must inform the Executive Director.
- 0303 Any prospective Member Club must be proposed and seconded by two Member Clubs located within a twenty-mile radius of the playing address of the prospective Club. The application form below is to be signed by the Secretary of each of these two clubs.
- 0304 Upon receipt of a properly completed and fully supported application form, the Executive Director will:
- 1 Invite any other Member Club within that twenty-mile radius to state, within a fourteen-day period, whether they have any objections to the admittance of the prospective Club.
 - 2 Refer the application, and any objections received, to the Game Development Committee for their recommendation prior to reference to the Management Board.

- 3 Advise the Club of the decision of the Management Board and, if accepted, of the additional charges due. One pound of the additional subscription will be allocated to the Share Capital of the Union as specified in Rule 6.5.
- 0305 The HRURS will be advised of the Club's entitlement to apply to the Society for the services of a referee.
- 0306 Membership of HRFU Limited does not convey membership of the Rugby Football Union. The RFU's current requirements are that this can only be applied for after not less than one season immediately prior to the date of the application as a fully paid-up member of HRFU Limited. Application Forms may be obtained only from the RFU.
- 0307 A Fixed-Rate Penalty will be issued by the Executive Director to a Club which has not paid its annual charges by 30 November. The level of this Penalty will be set by the Finance Committee and published in the Handbook.
- 0308 A Fixed-Rate Penalty will be issued by the Executive Director to a Club which has not submitted its Annual Club Accounts by 31st January. This fine is then doubled if the clubs still has outstanding accounts after 30th April. The level of this Penalty will be set by the Finance Committee and published in the Handbook.
- 0309 A Member Club shall be liable to monetary fine, suspension or termination of its membership or privileges if
- 1 It has not paid its annual charges by 31st December.
 - 2 It does not submit its Club Accounts (Some clubs are exempt) by 31st January. This fine is then doubled if the clubs still has outstanding accounts after 30th April.
 - 3 It ceases to satisfy the criteria and conditions for membership as determined by the Committee.
 - 4 It does not conform to any reasonable directive by the Committee as to its standards of play, administration or general behaviour.
 - 5 It commits any willful breach or transgression of the Rules, Regulations, Bye Laws or Laws of the Game, World Rugby, the RFU or this Union.
 - 6 See also Regulation 0103.

**APPLICATION TO BECOME A MEMBER CLUB
OF THE
HAMPSHIRE RUGBY FOOTBALL UNION LIMITED**

Name of Club _____ *RFC/RUFC
*please delete as appropriate

Colours _____

HOME GROUND _____

Address _____

Post Code _____ Ground Phone _____

This Ground is owned by/shared with _____

Directions to Ground

CLUB H/Q if not at ground

Address _____

Post Code _____ H/Q Phone _____

I confirm that this application has been considered by my Club Committee and that my Club supports this application

Name of Club _____ *Signature Proposing Club's Secretary* _____

I confirm that this application has been considered by my Club Committee and that my Club supports this application

Name of Club _____ *Signature Seconding Club's Secretary*

**I confirm that if this application is successful all information
required by the Rugby Football Union will be entered on the Game Management System**

SIGNATURE OF CLUB SECRETARY _____ **Date**

Please submit with details of any matches played or fixtures planned for the current season to:

**Executive Director, Hampshire RFU Limited
Buddens Yard, Station Road, Wickham PO17 5JA**