

## **Port Hills Athletic Club**

### **Policy on Travel Subsidies**

Any Club member (being a current financial member) selected to represent the Club, Athletics Canterbury, Athletics New Zealand or Canterbury Childrens' Athletics will, following written application [on the Club "Application for Travel Subsidy" form] to and approval by the Club Committee, be reimbursed for costs involved on the basis of:

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|-------------------------|--|
| 1. Costs up to \$400.00 | 50% reimbursement                                    |
| 2. Costs over \$400.00  | Considered by the committee on a case by case basis. |

For the purposes of this policy "costs involved" will be:

1. Lesser of the cost of travel and accommodation as applied by the selecting organisation or the actual cost of travel and accommodation incurred by the club member;
2. Less the amount of any grant / subsidy provided by the selecting organisation;
3. Less the amount of any other grant / subsidy obtained towards meeting the travel costs involved;
4. Less the value of any uniform or other clothing provided by the selecting organisation and retained by the member.
5. Where the Club obtains external funding for travel by a Club member covered by this policy then all of that funding will be provided to the Club member including in cases where this exceeds the reimbursement that would otherwise be applicable.

For the purposes of clarification the Club Committee retains absolute discretion in respect of approving or declining any application.

The Club reserves the right to suspend or modify this policy at any time when its application would not be in the interests of the Club, such suspension or modification to be by resolution of the Club committee.

This amended policy to apply as from 15<sup>th</sup> April 2014.