

# TASMANIAN REGIONAL ARTS

Cnr George & James St,  
 PO Box 172 Latrobe 7307  
 T:03 6426 2344 F:03 6426 2889  
 E:[info@tasregionalarts.org.au](mailto:info@tasregionalarts.org.au)  
 W:[tasregionalarts.org.au](http://tasregionalarts.org.au)

## Application for TRA Affiliate Organisation Status – 2009

<b>Name of Affiliate Organisation</b>					
<b>Address</b>					
<b>Postal Address (if different)</b>					
<b>Phone</b>		<b>Mobile</b>		<b>email</b>	
<b>Website:</b>		<b>ABN:</b>		<b>Registered for GST?</b>	<b>Y/N</b>
<b>Financial and Legal Status of Your Organisation (Tick the relevant boxes below)</b>					
Incorporated Association	<input type="checkbox"/>	IA Number:			
Private business	<input type="checkbox"/>				
Sole trader	<input type="checkbox"/>				
Not Incorporated and not for profit organisation	<input type="checkbox"/>				
Other (Specify)	<input type="checkbox"/>				
<b>Contact Person 1</b>			<b>Contact Person 2</b>		
<b>Name</b>			<b>Name</b>		
<b>Role/Title</b>			<b>Role/Title</b>		
<b>Mobile:</b>			<b>Mobile:</b>		
<b>Email</b>			<b>Email</b>		
<b>Does your organisation have a mission or vision statement? Explain how your mission and TRA's missions are compatible (TRA's mission is available from <a href="http://www.tasregionalarts.org.au">www.tasregionalarts.org.au</a>)</b>					
<b>Describe your organisations and its role in the regional arts community? What do you do?</b>					

<b>List and describe all projects that you are seeking insurance support for in 2009.</b>			
<b>List the community/ies involved in your project and describe how the community/ies will benefit from your projects?</b>			
<b>Do these project/s require funding? If so, have you applied for and sourced required funds?</b>			
<b>TRA places certain requirements on its affiliate organisations. Is your organisation prepared to meet the following requirements if affiliation to TRA is offered?</b>			
<b>If you are unincorporated, do you intend to become incorporated in 2009?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Could these activities continue without TRA insurance?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Is your organisation member based? If so, how many members do you have?</b>			
<b>Do you charge membership fees?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Have you completed a risk assessment of your projects? (If yes please attach)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Does your organisation prepare annual financial reports and prepare meeting minutes (if so, please attach latest copies)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Provide TRA with committee meeting reports for the 2009 calendar year?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Provide TRA with annual reports (including financial reports) for any supported activities in 2009?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Co-brand TRA support as sponsorship in all marketing and promotional materials as provided in the TRA style guide?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Provide risk assessment and management plans relevant to the type of activity (TRA has templates available) prior to the event taking place?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Agree to notify TRA if your organisation decides to undertake any activity that may conflict with TRA's mission or fall outside of agreed coverage?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Agree to pay the relevant affiliation and supplemental coverage fees and encourage your members to take up individual TRA membership?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>Declaration:</b>			
<b>I agree that his information is a true statement and that I have the authority to act on behalf of the affiliate organisation to negotiate with TRA.</b>			
<b>Signed</b>		<b>Date</b>	<b>/ / 2009</b>