

TASMANIAN REGIONAL ARTS

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Application for TRA Affiliate Organisation Status – 2010

Name of Affiliate Organisation					
Address					
Postal Address (if different)					
Phone		Mobile		email	
Website:		ABN:		Registered for GST?	Y/N
Financial and Legal Status of Your Organisation (Tick the relevant boxes below)					
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"/>				
Contact Person 1			Contact Person 2		
Name			Name		
Role/Title			Role/Title		
Mobile:			Mobile:		
Email			Email		
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 www.tasregionalarts.org.au)					
Describe your organisations and its role in the regional arts community? What do you do?					

<i>List and describe all projects that you are seeking insurance support for in 2010.</i>			
<i>List the community/ies involved in your project and describe how the community/ies will benefit from your projects?</i>			
<i>Do these project/s require funding? If so, have you applied for and sourced required funds?</i>			
TRA places certain requirements on its affiliate organisations. Is your organisation prepared to meet the following requirements if affiliation to TRA is offered?			
<i>If you are unincorporated, do you intend to become incorporated in 2010?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Could these activities continue without TRA insurance?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Is your organisation member based? If so, how many members do you have?</i>			
<i>Do you charge membership fees?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Have you completed a risk assessment of your projects? (If yes please attach)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Does your organisation prepare annual financial reports and prepare meeting minutes (if so, please attach latest copies)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Provide TRA with committee meeting reports for the 2010 calendar year?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Provide TRA with annual reports (including financial reports) for any supported activities in 2009?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Co-brand TRA support as sponsorship in all marketing and promotional materials as provided in the TRA style guide?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Provide risk assessment and management plans relevant to the type of activity (TRA has templates available) prior to the event taking place?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>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?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>Agree to pay the relevant affiliation and supplemental coverage fees and encourage your members to take up individual TRA membership?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Declaration:			
<i>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.</i>			
Signed		Date	/ / 2010