

# A quick guide to the Clubs New Zealand annual subscription

Each club that is a member of Clubs New Zealand is charged an annual membership subscription that is assessed on a capitation basis.

In December each year we will ask you to confirm your clubs **total** number of members as at 31 December. We use the number that you provide to then calculate the annual subscription for the upcoming year.

Invoices are raised in April following our AGM, this can sometimes cause confusion as memberships fluctuate, however, your current years annual subscription is always based on the preceding years membership numbers.

For the purposes of determining your total number of members:

- An individual club member is **any person** deemed a financial member of the club, irrespective of the membership type or fees collected by the club.
- If an individual member can visit another club as a reciprocal visitor or enter Clubs New Zealand or interclub tournaments, they must be included in your total number of members.
- Where a club has a “joint” or “family” membership, you must include the number of individuals holding that membership when calculating your total membership i.e. a couple holding a family membership would = 2 members.

Membership Type	# Members
Ordinary	200
Joint/Couple	60 <i>30 couples</i>
Life	5
Junior	10
<b>TOTAL</b>	<b>275</b>

We strongly recommend that member clubs include a provision for the capitation amount in your membership fee, for example: If your membership fee is \$20, you will add \$5.00 to cover the capitation fee bringing your total membership fee to \$25.00, effectively allowing you to collect the Clubs New Zealand annual subscription directly from members in advance.

If you have any questions regarding the annual subscription, please contact the team at National Office on 0800 425 827.

