

## Club Sponsors

The following companies have made contributions to the Club in one way or another. No team sponsor must conflict with any of the sponsors we have listed here.

### Platinum Sponsors

#### Main Junior Sponsor – Pak n Save Botany

The Loan Market

Access Solutions

Score Sportswear (Samurai)

PIC Insurance Brokers

Lion Breweries

Forklift Solutions

Honda

### Gold Sponsors

Howick & Pakuranga Times

Carl's Jr

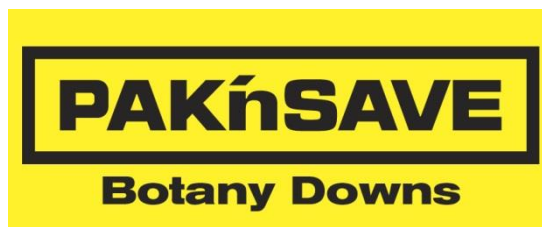
East Care

### Key Club Sponsors

MacDonalds

Carwebbs.co.nz

Hudson Kasper Accountants



## Team & Club Sponsorship

### *Protocol for teams for Trust Funding*

Due to the changes in the way that Trusts now distribute funds from gaming machine proceeds, the Club's administration makes all funding applications to these trusts on behalf of the Club. A team should only require additional funding for a specific purpose and will be approved by the Rugby Committee and the General Manager. **NO INDIVIDUAL TEAMS ARE TO APPROACH GAMING MACHINE TRUSTS FOR FUNDING UNDER ANY CIRCUMSTANCES.** Should there be an occasion where a team wishes to approach a potential sponsor to fund a specific purpose as approved by the rugby committee the procedure shall be as follows:

- A detailed expenditure report and explanation for the funding required is to be forwarded to the General Manager in the first instance who shall discuss it with the Rugby Chairman
- The General Manager is solely responsible for negotiating sponsorship agreements for the Club or any team within the Club. Please advise the contact details and any other relevant information of any potential sponsors to the General Manager.
- The sponsor becomes a Club sponsor and will receive the benefits from this. We are trying to build relationships with sponsors and we cannot expect people to give money without getting something back
- Once the sponsor agrees to the terms the Club will invoice the sponsor. The Board of Management will determine whether a team's sponsor's fee will be apportioned to the team fund.
- If goods are to be ordered for the money received this will be done by the Club and the goods will be dispatched to the teams once it arrives
- Payment for these goods will be made by the money received

**ALL TEAMS ARE TO COMMUNICATE TO THE GENERAL MANAGER ANY DISCUSSIONS WITH POTENTIAL SPONSORS TO ENSURE THAT PROCEDURES ARE FOLLOWED AND THAT THERE ARE NO CONFLICT WITH**

## **CLUB SPONSORS – PLEASE RING STEVE HACKETT IF YOU HAVE ANY QUESTIONS IN RELATION TO SPONSORSHIP.**

### *Protocol for Team Sponsorship*

If a team is offered sponsorship by a player's parent, the team Manager or Coach the above procedure will apply also.

### **Team Bank Accounts**

- Should your team require a bank account for a specific event i.e. trip away etc, the Office will organise this for you.
- The account requires two nominated signatories, one of which is the General Manager or Financial Controller.
- Account balances left over at the end of the season will transfer to the Club account or be returned to the point of origin.
- At the end of the financial year being the 30<sup>th</sup> of September, each team manager is required to produce all supporting documentation i.e. receipts and invoices relating to drawing from their account. **No team is permitted to have a bank account that is not under the Club's jurisdiction.**

### **Team Sponsorship and GST**

Should a team manage to secure Sponsorship for gear that is not provided by the Club the following items are allowed but must be purchased through the clubs gear supplier Samurai:

- Player gear bags
- Player drink bottles
- Team trip's
- PURC Tracksuits
- PURC Jackets
- PURC Caps/Beanies/Vests/Polo Shirts

The following procedure should be followed:

- The team manager will forward contact details of the Sponsor to the General Manager
- The General Manager will instigate discussions with the Sponsor .The Sponsor will become a "Club sponsor" and will receive benefits associated with this
- Should the sponsor not wish to be a Club sponsor a tax invoice will be sent to the sponsor for the agreed amount plus GST
- The amount agreed shall be paid into the team bank account
- The Club shall handle the GST and pay the GST received to the IRD
- The Club shall also claim the GST on any items purchased on behalf of the team
- The team not being GST registered shall have no claim on the GST
- The team shall order items required through the Club and the Club shall deduct monies owed for these items from team funds

**Only Club suppliers may be used for the purchase of items for teams**