



## **MEMBERSHIP INFORMATION**

### **BMXWA Membership Application form**

#### **How to fill in a Membership form.**

1. The Membership form must be filled out in full by a Parent/guardian if the child is under 18 years of age.
2. Once the form has been completed, please check all information has been provided. The Registrar **MUST** sign and date the Club verification section.
3. When the BMX Australia Form has been completed and signed by the Club Registrar, the Yellow copy of the BMX Australia form is then attached to the back of the BMX WA form.
4. If any of the above details are not correctly completed there may be a delay in processing the Riders Plate number and the forms may be returned to the club.
5. A Membership summary form **MUST** also be attached as a cover sheet to the BMXWA Membership forms. This form ensures all Money sent is correct. A copy of the summary form should also be kept by the club for your records.

#### **BMX Australia Membership Information**

1. The membership form is to be filled out in full by the member. If the rider is under 18 years of age the form must be filled out by a parent or guardian. Ensure that the disclaimer is signed and any medical issues that the member may have are noted. Encourage the member to supply their email address, as this is the best point of contact.
2. Once the form has been completed, the club registrar is to double check that all information has been provided. The registrar must sign the club verification section at the bottom of the form before sending it to the BMXA office.
3. When the form has been filled out in full, the member keeps the green copy for their records. This green copy can be used as proof as membership until the new membership card arrives at the members home address.
4. If any of the above items are not correctly completed, there will be a delay in processing and potentially forms can be sent back to the state/club. If the club takes responsibility for making sure that the form is correct, then it will be easier for the data to be imported and the membership card can be processed and sent to the member sooner.

## Membership Information

5. For new members, a copy of their identification must be sighted by the registrar and attached to the membership form to be sent to the BMXA office. The new membership card cannot be sent out to the member if BMXA does not receive a copy of the identification to sight the members' date of birth. The new member may choose to send the identification directly to the BMXA office to speed up the process of them getting their new membership card.
6. All new memberships will be dated from the day the membership form is signed by the club registrar.
7. The club keeps the pink copy for their records and the yellow copy is to be sent to the State office.
8. The original membership form is to be sent to the BMXA office, and must include a membership cover page form. This form can be downloaded from the BMXA website. This cover page is to be filled out in full, including listing the club name and any relevant notes.
9. Membership forms must be sent to the BMXA office within two weeks of members joining BMXA even if there is only one membership form.
10. Once BMXA receives the membership form, the member can expect their new membership card to be sent to their home address within two weeks.

### **Payment**

The club is responsible for taking payment of the total membership fee, and forwarding onto state and national associations including Membership Summary sheets.

## Membership Information