

香港三項鐵人總會
HONG KONG TRIATHLON ASSOCIATION
申請成為「香港三項鐵人總會」屬會程序
APPLICATION FOR AFFILIATED CLUB

簡介 Introduction :

本文件的目的是，列出成為香港三項鐵人總會屬會的要求及程序。對以下各點，本會有權按實際情況而作出更改。

The purpose of this document is to set out the requirement of application for affiliated club of Hong Kong Triathlon Association. The procedure and requirement for the Application of affiliated club is subject to modification if necessary.

申請成為本會屬會的要求及程序 Procedure for Application of Affiliated Club :

任何在本港成立之體育會、社團或組織若有意成為香港三項鐵人總會之屬會，請連同以下資料及申請信，一併提交到香港三項鐵人總會辦事處

Sports Clubs applying for the affiliated club of Hong Kong Triathlon Association should submit an application letter to Hong Kong Triathlon Association office together with the following documents:

- a. 「香港社團登記法」之證書副本
a copy of the Registered Society Certificate of the Club,
- b. 社團章程或社團規章及則例，會章內需列明如何推廣發展三項鐵人運動及其目標
The Club's Constitution or Article and Memorandum, which should include the plan and goals on developing triathlon
- c. 社團幹事名單及社團註冊地址
The committee members list & The correspondence address of the Club
- d. 社團會員人數、教練人數及其資格 (連同證書副本，及最少須有一位已註冊香港三項鐵人教練)
total number of club's members and coaches with their qualification (please attach the copy of the certificate, and there must have at least 1 Tri HK registered Triathlon coach)
- e. 會員名單一份 (最少廿人為香港三項鐵人總會之個人會員)
A members list with at least 20 Tri HK registered members
- f. 過往參與三項鐵人總會所舉辦之比賽或活動記錄，及未來半年所舉辦之三項鐵人活動，訓練及比賽之計劃書
past record of participation in activities or competition which held by Hong Kong Triathlon Association, and also submit next half year plan of which will hold by your club e.g. activities, training or competition
- g. 成為香港三項鐵人總會之屬會後，必須購買第三者保險 (必須於保單上列明所有需由總會推薦使用之場地)
The affiliated club has to purchase the insurance of public liability compulsory after the admission of affiliated club. (All training venue where have to been endorsed by Tri HK must be mentioned in the statement)
- h. 1200 元正之屬會會費 (請以支票抬頭「香港三項鐵人總會」支付)，屬會會籍有效期為每年一月一日至十二月三十一日止
Annual affiliation fee of \$1,200 (By cheque, payable to 「Hong Kong Triathlon Association」 - Validity of affiliation commences on 1st January and end on 31st December each year.
- i. 銀行戶口證明，銀行戶口名稱需與申請之屬會同名
The affiliated club has to show the club's Bank account proof. The account name must be the same as the club's name.

Remarks 備註:

1. 入會或續會申請須經由香港三項鐵人總會轄下的屬會委員會審議及推薦、並由執行委員會正式通過。
New applications or renewal of membership shall be vetted by the Club Sub-committee of The Hong Kong Triathlon Association, whom will submit a nominated list to the Executive Committee for endorsement.
2. 若於執行委員會會議上投票通過，有關申請之社團將收到成為屬會之「權利及義務守則」，若對該守則沒有任何反對，請於守則上簽署及蓋上會印，然後一個月內連同保險單之副本交回本會。當本會收到回覆後，便會正式發信及接納 貴會成為屬會。
Once being admitted to affiliated club, the Club will receive a document regards to the "Benefit and Obligation of Tri HK Affiliated Club". If it is no objection, please sign the name with official chop and send it with copy of insurance back to Tri HK office within 1 month. After we have received the reply, we should send a formal letter to the sports club for the acceptance of being Tri HK affiliated club.
3. 續會 - 若未於到期日前繳交屬會會費、不足 20 位香港三鐵人總會會員、或未有最少一位已註冊三項鐵人教練者，首年將被暫停屬會會籍。連續兩年欠繳會費或總會會員人數不足者，須重新辦理入會手續。
Renewal of membership - If affiliated clubs did not paid up the affiliation fee, did not have 20 paid up Tri HK members or did not have at least 1 registered Triathlon Coach will have their affiliation suspended for the first year, and have to reapply for affiliation if any of the above situation happens in 2 consecutive years.
4. 由 2012 年 1 月 1 日起，所有新加入之屬會必須於首兩年依時提交半年報告(通常一年兩次)。第一年須於以下三大計分範疇取得每項最少一分，而第二年亦須有增長(詳細計分方法請參閱屬會半年報告計分準則)
 - i. 協助總會活動、
 - ii. 執教總會訓練班及舉辦屬會訓練班、
 - iii. 運動員之參與屬會小組委員會將於屬會成功註冊起計兩年後對該屬會作出全面檢討，檢討大致根據半年報告之評核準則而評定屬會活躍度、屬會人數及使用水線的比例。於成功註冊起計首兩年，屬會租用主池或副池及訓練池的申請將獲最低排名。
Started since 1 January 2012, all new affiliated clubs must submit the half yearly report to Tri HK during the first two years (usually twice a year). In the following three areas of scoring table, affiliated clubs have to achieve at least one mark per criteria, and there should be an improvement in the second year (for more details, please refer to the scoring table for half yearly report)
 - i. Officiating for Tri HK events
 - ii. Coaching of Tri HK courses or affiliated clubs' courses
 - iii. Athletes ParticipationThe newly affiliated clubs will be evaluated by the Clubs Sub-committee during the first two years. Evaluation will mainly focus on the half yearly report to assess the level of involvement, ratio between clubs' members and usage of swimming lanes. In the first two years after successful affiliation, affiliated clubs would be in a lower priority for applying LCSD swimming lanes (Main/Secondary/Training pool).

若對以上內容有任何問題，請於辦公時間內致電 2504-8282 與本會聯絡。

Should you require any further information, please contact us at 25048282.