

2023/2024 SURF LIFE SAVING SYDNEY NORTHERN BEACHES CARNIVAL MANAGEMENT AGREEMENT – SURF BOATS CARNIVAL



This agreement is between **Surf Life Saving Sydney Northern Beaches Inc. (The Branch) ABN 31 316 737 307** and _____ Surf Life Saving Club (The Club) ABN _____.

In accordance with a resolution of the Branch Board of Management of SLS SNB Inc, The Club has been given approval to conduct a surf carnival at _____ beach on _____ date.

To facilitate the hosting of the Carnival the Club has appointed _____ as Carnival Organiser and has duly authorised them to enter into this agreement. The Carnival Organiser accepts responsibility to organise all logistics and event setup in accordance with the requirements detailed in this document. The Club is responsible for ensuring all Branch equipment is returned in working order and good condition, any damaged items will be replaced or repaired at the Host Club’s expense.

Host Clubs are advised that the use of UAV Drones will be used to assist with water safety and risk analysis at SNB Carnivals throughout the season including this event.

To take responsibility for the conduct of the carnival, SLSSNB will appoint a Carnival Referee. The appointed Carnival Referee accepts responsibility for the conduct of the event.

For all carnivals, the Club agrees to pay a set Branch Levy on all entry fees. The Branch will manage all entries and invoice competing Clubs on behalf of the Host Club, providing all invoices to the Host Club.

For All Carnivals the Branch levy is 25% of the Branch endorsed carnival entry fee, and an increase of 1% levy per \$1 over the Branch endorsed carnival entry fee.

2023/2024 Branch Endorsed Carnival Entry Fees	Carnival Entry Fee Set by Host Club for This Event
<p align="center">Surf Boat Carnivals \$23 per Competitor</p>	<p align="center">\$ _____</p>
<p align="center">There are No Late Entries Permitted</p>	

Carnival Organiser must understand, complete, and sign the following check list on Page 2 of this agreement. This is to be sent to surfsportsadmin@surflifesaving.net.au for a Branch Representative and the Carnival Referee to review and approve before entries open.

Failure to comply with the above requirement may jeopardise the conduct of this Carnival.

Carnival Organiser:



Signature:

Date:

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Club Requirements

Host Club to supply the following. Tick each step when completed.

Paperwork – To be completed 6 weeks prior to carnival

Complete the below and send to openspacebookings@northernbeaches.nsw.gov.au and CC surfsportsadmin@surflifesaving.net.au

- [Booking Request Form \(Form number 4010\)](#)
- [Event Waste Management Form](#)
- Risk Assessment
- Map of carnival – Should include 'field of play' outline, competition areas, entry/exit, tent areas.
- Parking Map – including extra parking if required

Complete, sign and send to surfsportsadmin@surflifesaving.net.au

- Carnival Management Agreement (this form)

Positions - Please fill all positions before submitting this form

For definitions of these roles, please see the last page

Carnival Organiser Name: _____

First Aid Coordinator Name: _____

Work Party Coordinator Name: _____

Power Craft Coordinator Name: _____

Power Craft Organiser Name: _____

Water Safety Coordinator Name: _____

Equipment

Please tick box to acknowledge that Host Club will provide the following:

- IRB (Duty Boat) – including Driver and Crew
- RWC (Jet Ski) – tick if required
- Radios (minimum 4 plus extra 3 per water area)
- Tables (minimum 2 per water area)
- Chairs (minimum 3 per water area)

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First Aid Kit (minimum 1 per water area)

Extra Parking: _____ (location if supplying) Suitable

Space for Announcer: _____ (location) Official

Catering (if required)

SLSSNB Carnival Management Agreement – Water Carnival

Branch Requirements

SLSSNB to supply the following for the carnival

- Competition Equipment – as per SLS Surf Sports Manual (including branch supplied equipment list)
- Judging Stands (if required)
- Bunting
- Tents (for officials and marshaling)
- Managing Nominations and Appointments for Officials and Water Safety - Provide Entry and Results System

This agreement has been reviewed and approved by Surf Life Saving Sydney Northern Beaches Branch Representative and the appointed Carnival Referee.

Branch Representative:

Signature:

Date:

Carnival Referee:

Signature:

Date:



All positions will be subject to Branch approval

Carnival Organiser

Main point of contact from the host club. Responsible with organising all aspects of the carnival.

First Aid Coordinator

Coordinate all First Aid officers and equipment for the carnival. First Aid must run from the start of the carnival until the last event has concluded.

Work Party Coordinator

Organises all personnel for the work party and ensures they are present throughout the carnival to assist where needed.

Water Safety Coordinator

Responsible to the Carnival Referee and SEMC, coordinates all Water Safety Personnel ensuring they are in the correct area with the correct equipment.

Power Craft Coordinator

Under supervision of the Carnival Referee and SEMC, the Power Craft Coordinator will supervise the layout of the course prior to and during the competition. Liaise with SEMC and Carnival Referee to ensure the safety and welfare of all competitors, officials and other personnel.

Power Craft Organiser

Responsible to the Carnival Referee and Power Craft Coordinator to ensure all needs of the carnival are met. Organises roster, rotations and briefing on locations and duties to power craft drivers and crew. Ensures IRBs are suitable for service as well as ensuring the safety and welfare of the IRB personnel.

IRB (Duty Boat)

Pending the size of the carnival, host club will provide a minimum of 1 IRB.

RWC

Carnival Referee may insist a Jet Ski be available for the carnival. If required, this must be booked via the Branch Office – in the event where the Jet Ski is double booked, the first event to book will have preference.