



Member Transfer Policy

Purpose: To ensure a consistency and transparent approach to member transfers within our Region

Policy: **Member Transfer Policy**

Member Transfer: Registered swimmers who are moving to another affiliated club, whether it's within the Otago region or further afield, are required to complete a transfer online thru their MyPage or with the assistance of their Club Administrator. Once approved by all parties, the transfer shall become effective immediately.

If a registered swimmer transfers again within three (3) months there will be a sixty (60) day stand down period before being eligible to represent their new club.

During the sixty (60) day stand down period the transferring swimmer may continue to represent the club transferred from or choose to be unattached. The swimmer will remain a member of the regional association of the club, they are transferring from during this sixty (60) day period.

Should the registered swimmer choose to become unattached for the duration of the sixty (60) day stand down period permission is to be sought from Swimming Otago, who will make the necessary changes.

The sixty (60) day period will take effect immediately following the Support Officer receiving transfer notification from Swimming New Zealand.

It is the club's responsibility to ensure that any transferring swimmer does not have monies owing prior to authorising the transfer within the SNZ Database. It is the Support Officer's responsibility to ensure that any transferring swimmer does not have monies owing to Swimming Otago prior to authorising the transfer within the SNZ Database.

The new club is responsible for invoicing their new swimmer any fees associated with them.

Responsible: Registered Swimmer (and/or primary care giver), Member Clubs and Support Officer

Reports to: Swimming Otago Board