

EVENT ENTRY FEES - GUIDELINES

It is the prerogative of each club running an event to set the base fees for that event. Clubs may also agree amongst themselves to set a standard entry fee for all events in any one series. There is no maximum fee set by Orienteering Victoria.

Orienteering Victoria sets levies for all events – refer to the *Fees and Levies* document for details. Clubs will need to take careful account of the levies appropriate to their events when determining entry fees (including levies charged by Orienteering Australia). Note that State Series, National and Championship events have a different levy for members and nonmembers, but other events have a single levy.

As a guide, entry fees to State Series events in 2014 ranged from \$18-22. However, expenses will vary from event to event, and may not be known at the time of setting the entry fees. Clubs should allow for the following potential expenditure when determining entry fees:

- Payment to landowners (eg Parks Vic fees, donation to private landowners)
- Toilet hire
- Map royalties (if map borrowed from another club)
- Map printing costs
- Payment to controllers
- Reimbursement of costs to organisers/course setters/volunteers
- Prizes
- Refreshments
- Promotional costs (flyers, advertisements)

When setting an entry fee, clubs must also be aware of the following:

Discounted entry fees (including Season Tickets) apply only to financial members of clubs/Orienteering Victoria. Clubs should obtain a current list of members from the OV Membership Secretary (Rob Edmonds, rob.edmonds@bigpond.com), prior to their event, for checking at Registration.

Juniors should pay no more than 50% of the adult member entry fee, and families should pay no more than 250% (ie equivalent of two adults and one junior). Clubs may choose to further reduce, or waive, entry fees for juniors. However they will still be required to pay OV and OA levies at the prescribed rates.

All members of a group pay as individuals, unless they are sharing maps and control cards – ie entry is calculated on the number of control cards or electronic timing sticks used by the group.

First time competitors at an event should only be charged entry at the Full Member rate, if there is a differential entry fee for members and non members.

For events with pre-entry, clubs can choose to charge extra for enter-on-day competitors, to cover extra map printing and administration.