



ISSUING A PERMIT POLICY

Policy number	KV- 002	Version	V1
Drafted by	Pam Arnett	Approved by KV	15 TH January 2019

INTRODUCTION

Victorian Karting Association Ltd trading as Karting Victoria (“KV”) recognises the need for prudent procedures for the Association to run efficiently and effectively.

DEFINITIONS

All definitions in the 2020 Australian Karting Manual, apply to this policy, with specific attention drawn to the following definitions:

CLUB CIRCUIT

Applies to

The policy applies to all affiliated clubs that wish to run an activity/event **that requires the issuing of a permit.**

Objectives

To define the approval process ensuring that a common approach is applied to all activities /events

Background

KA’S insurance is provided to Members and Affiliated Members of KA (State Associations, Clubs and their members)

Therefore, KA’s insurance does not cover activities/events unless the venue is being operated by a KA affiliated organisation (such as an existing club) the activities/events are fully compliant in all respects with the rules contained in the KA Manual and the Circuit is configured as per the Circuit Inspection document.

If an activity /event is run and organised by a KA Affiliated club, complies with the KA rules and the Circuit is Configured as per the Circuit Inspection document, then KA’s insurance cover would apply.

Policy

Affiliated Clubs

Any affiliated club wishing to hold an activity/event they must comply with the rules as laid out in the current KA Manual.

Procedure for Preparing and Submitting Supplementary Regulations

Supplementary Regulations are to be submitted via CMS no less than 30 days prior to the commencement of the event.



Permit Fees for Events

The fees outlined in these Regulations are applicable to all events conducted under the auspices of Karting Victoria. The fees in these Regulations are inclusive of GST, where GST is applicable and inclusive of National and State Track Development Levies.

Meeting Level	Application Fee	Permit	Levy
Club Competition			\$5.00 per entry
Victorian "Open Meetings"			
<ul style="list-style-type: none"> Zonal Competition 	\$100.00	\$5.00 per entry *	\$5.00 per entry
<ul style="list-style-type: none"> State Series 	\$100.00	\$5.00 per entry *	\$5.00 per entry
<ul style="list-style-type: none"> State Trophy 	\$100.00	\$5.00 per entry *	\$5.00 per entry
State Cup			\$25.00 per Entry
Vintage Events (National or Standalone Events)			\$15.00 per entry
Teams Competition (Standalone Event)			\$15.00 per entry*
<i>* Indicates a change from last year</i>			

Note: The procedure for payment of the Permit fee and the Levy for **Zonal, State Series and State Trophy Meetings** is as follows:

A non-refundable Application Fee of \$100.00 is payable at the time of lodging the Supplementary Regulations for approval for each Meeting

- The Application Fee forms part of the Total Organising Permit Fee charged for the event;
- The Permit Fee LESS the Application Fee that has already been paid PLUS the Levy, must be paid within four business days after the end of the Meeting.

Permit Fee Calculation Example: 100 entries x \$5.00 = \$500.00 Less \$100 Application Fee = \$400.00 that must be paid no later than 4 days after the end of the Meeting.

Levy Calculation: 100 entries x \$5.00 = \$500.00 (\$300.00 paid to KA TDF, \$200.00 paid to KV TDF) that must be paid no later than 4 days after the end of the Meeting.

Private Practice

Practice days must be fully compliant with Appendix 1 of the KA rules – "Private Practice Rules"

Third Party Use

When a third-party request use of a club circuit the club is to have a signed Karting Victoria Hire agreement in place, copy of their Current Certificate of Currency/Insurance and must be forwarded by email to Karting Victoria Office for approval. This must be sent in at least 14 days before the event.

For avoidance of doubt any event that is not a Karting Australia event will be deemed to be a third-party event.

Karting Victoria

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