



## Ice Skating Australia Incorporated

Affiliated to the International Skating Union

### Procedure Document: SS24-11P-V1

## Perpetual Trophies and Shields

### Overview

This document establishes the process for management and responsibility for perpetual trophies and shields.

### Related Documents

Form SS24-12F Perpetual Trophies and Shields Agreement

## POLICY

- 1 Teams are responsible for the safekeeping and maintenance for any perpetual trophy or shield awarded to them by Ice Skating Australia Incorporated (ISA).
- 2 In the event of loss or irreparable damage to the item, the Team will pay for a full replacement including all previous engraving.
- 3 In the event of any damage, the Team will pay to restore the item to its original condition.
- 4 Any team awarded a perpetual trophy or shield is responsible for engraving it with the year of the Championship and the Name of the Team.
- 5 ISA will pay a reasonable amount to cover the above engraving by including cash or by reimbursing the team on production of an invoice.
- 6 Teams shall notify the Chair of the Synchronized Skating Committee when the engraving has been completed.
- 7 The signed SS24-12F Perpetual Trophy and Shield Agreement is returned to the Chair of the Synchronized Skating Committee.
- 8 Trophies and shields remain in the possession of ISA until the Agreement is signed.
- 9 Trophies and shields must be returned to ISA by Synchronized Skating Official Draw of the 2024 AFSC.
- 10 On the date for submission of the Team Lists for the AFSC, Teams or the ISA Member Association must notify the Chair of the Synchronized Skating Committee how the trophy or shield will be returned to ISA.
- 11 Trophies and shields may be brought to the 2024 AFSC by the Team, by an Official of the Team's ISA Member Association or shipped to ISA or the OC of the AFSC at the Team's expense.
- 12 In the event that the Team is unable to comply with any aspects of this policy, the responsibility will fall to the ISA Member Association that the Team represented at the **2023 AFSC**.

**Authorised by:** Angelique Clyde-Smith, Chair, Synchronized Skating Committee

**Authorisation date:** 7<sup>th</sup> May 2024