Officials' Licence Application

Type of Licence you wish to apply for
(Please Tick √)
☐ New
☐ Renewal
☐ Upgrade

Licence Level: _____

Member (Licence) No: _____ **Endorsements:** _____

1. Personal Details (To appear on licence)

Name:	*Phone No:*
Address:	*Mobile No:*
	Fax No:
DOB:	*E-mail:*

2. Emergency Contacts
Important: Please name tow people who can be contacted if you are involved in an emergency situation. This information will be recorded in your membership record and printed on your licence

First Name	*First Name*
Surname	*Surname*
Phone Home:	*Phone Home:*
Mobile:	*Mobile:*

3. Club Membership (if applicable**)**

Have you previously held an AKA Officials Licence? ☐ **Yes** ☐ **No**

If no, have you had any motor sport officiating experience? ☐ **Yes** ☐ **No**

Office Use Only			
Rec'd by:	*Date*	*Grade:*	
Forwarded to:	*Date:*	*Recommend:*	*Yes / No*
Forwarded to:	*Date:*	*Approved:*	*Yes / No*

4. Official Categories (Please Tick √**)**

A	Steward	
B	Clerk of Course	
C	Flag Marshall	
D	Scrutineer	
E	Time Keeper	
F	Technical Inspector	

5. Please list any motor sport experience or courses attended during the previous 2 years.
(If insufficient space, please attach additional information)

_____

_____

_____

_____

6. I acknowledge and agree as a condition of this Officials licence to be bound by the provisions of the National Competition Rules of the AKA Ltd, the rules and regulations of the event in which I officiate. I agree that the AKA Ltd, the promoters, the sponsor organisations, land owners or lessees, organisers of the event and their respective servants, officials, representatives or agents shall be under any liability for my death or any bodily injury, loss or damage which may be sustained or incurred by me as a result of participation in or being present at the event except in regard to any rights I may have arising under the Trade Practices Act 1974.

Signature: _____ ***Date:*** _____

Important Information for Licence Applicants

Changes to your Official's Licence

When processed, your new officials licence will be sent to you in a Pass Book which will also include an activity record – this means that all your official's licence details will be contained in one book.

The Pass Book will allow the sign off by senior event officials and by course presenters for any training that you have completed. This will ensure that you receive that appropriate grade and will prevent processing delays.

Each time your licence is renewed, upgraded or if your change your personal details a new label will be forwarded to you to update your Pass Book.

Support Material for Licence Grades

Item No 6 on the attached licence application form asks you to send in a copy of your Participation/Activity Record or your Pass Book to provide a list of events where you have officiated during the last two years – for some, this mean's since you last licence issue.

AKA National Officiating Program is about risk management and this is an important requirement of the Program. Not only is it important that you can be identified by a grade, which reflects your abilities and your recent experience, but it also means you will be placed in a position at an event, which is within your capabilities.

Licence Processing

Applications should be aware that some time delays are inevitable in the assessment of licence applications and grading. This is complying with AKA risk management policies and involves assessment of the application prior to processing.

Training

Officials who wish to upgrade through AKA National Officiating Program should contact AKA State Offices for information on upgrade procedures and dates for training modules.

Categories of Official's Licences

Code	Category	Includes but is not restricted to the following officials
A	Steward	• Stewards
B	Event Command	• Clerks of Course - Assistant & Deputy Clerks of Course
C	Flag	• Flag Marshalls
D	Scrutineer	• Scruitineers
E	Timekeeper	• Timekeeper/Lap Scores/ Results
F	Technical Inspector	• Technical Inspector