



2021-2022 Yachting New Zealand Affiliation and Member Card Information

Yachting New Zealand Affiliation

How does the affiliation system work?

The yacht club is the affiliated member of Yachting New Zealand. The method of calculating a club's cost of affiliation to Yachting New Zealand is based on a per-club-member levy system.

A club member is any individual who is a member of your club, whether they are a sailing member or not.

Affiliation Levy

Your club's affiliation levy will be calculated by multiplying the total number of individual club members by the affiliation fee.

- Individuals - \$26.60 plus GST
- Family memberships
 - Two family members - \$53.20 plus GST
 - Three or more family members - \$66.00 plus GST
 - Please include the information for all individuals in a family when membership information is provided to Yachting New Zealand, as per the excel template supplied via email.
- Corporate members - \$26.60 plus GST
- Schools - \$26.60 plus GST
- Life members - exempt
- Patrons – exempt
- Volunteer exemption – up to 10 per club.

If your club has volunteers who are given a membership in recognition of their contribution to the club, your club can apply to Yachting New Zealand to have them exempted from the affiliation calculation. However, their information is still required before the exemption can be granted. Any exemptions are at the discretion of Yachting New Zealand and limited to 10 individuals per club.



What information is required by Yachting New Zealand in order to calculate the club's affiliation levy?

We ask for information for every individual club member, including volunteers, life members and club patrons **as at March 31** each year.

The following information is required for each individual:

- Member (individual) name and surname
- Member subscription category
- Club subscription amount paid
- Date of birth
- Email address
- Gender
- Ethnicity

Why is all this information required?

The member information will enable Yachting New Zealand to have a better understanding of who is participating in yachting and boating at affiliated clubs. We use this information to understand how our membership is changing, what impact Yachting New Zealand is having on participation (membership) and to help us make good decisions around the programmes and services we offer.

The member's email address is used to email your members so they can access their Yachting New Zealand member card (see below for more information on the member card programme and privacy).

Please use the Microsoft Excel template provided to fill out your club's membership information (not PDF). This will allow us to sort the information more accurately and make the process more manageable for us all.

Contact details are not shared or made available to any third party.

For more information about Yachting New Zealand's privacy policy, see the privacy statement here on the Yachting New Zealand website: <https://www.yachtingnz.org.nz/privacy-statement>

What should we do when new members join or resign after March 31?

We'll capture them when the membership details are required the following year. Similarly, if anyone leaves then they won't be included in the membership details.



Important dates

- **March 31, 2021** – Collate your membership information as of this date.
- **May 14** – Clubs need to submit their membership information by this date.
- **July 1-15** - Invoices will be sent out, providing a club has provided the required information to Yachting New Zealand.
- **August 20** – Affiliation payment due. Once payment has been received, a certificate of affiliation will be sent out to the club and a digital membership card will be available to club members. Clubs are required to pay their affiliation fees in full before certificates of affiliation and digital cards can be issued. The certificate will be emailed. However, a hard copy can be posted on request.
- **October 6** - Any club that has not paid their affiliation fees in full or has an approved payment plan in place by October 6 will not be eligible to attend or vote at the AGM on October 9, 2019.

Is there any other information we need to supply?

Financial reports will be requested from clubs each year as part of our audit process for affiliation. We also request financial reports when we see significant changes in a club's membership numbers, either positive or negative. We ask for financials to get a snapshot of how the club is doing and if we can offer any additional assistance.

How do we go about applying for a payment plan?

Yachting New Zealand have provided financial assistance in the form of a payment plan for clubs in the past. Please submit a request in writing to Yachting New Zealand chief executive David Abercrombie should your club need assistance. Clubs will need to provide Yachting New Zealand with their financials (final or draft) and complete member information.

Is Yachting New Zealand able to provide an invoice based on estimated numbers if club membership data is not provided?

No, calculations are based on actual numbers.

Why is it so important to get the information to Yachting New Zealand by the due date each year?

Yachting New Zealand require time for the data to be processed and to follow up on any queries that might arise. We will be in touch if we need help understanding your club's membership data. Clubs may be required to provide their financials to Yachting New Zealand upon request.



Who will see the information?

Your club information will be seen and used by Yachting New Zealand staff only. A disclaimer (see below) can be used to give members peace of mind.

“Information provided in this membership form will be shared with Yachting New Zealand for the purposes of meeting this club’s affiliation requirements to the national body as per the Yachting New Zealand Constitution. This will allow Yachting New Zealand to send you your digital membership card and communicate with you (by post and/or electronically) in relation to your membership (e.g. by sending you emails about membership benefits and newsletters). Yachting New Zealand will not share your information with any other organisations. When Yachting New Zealand sends you any electronic communications, it will provide an express option for you to decline receiving any further electronic communications from Yachting New Zealand, via an opt out mechanism. You are able to access and correct personal information held by Yachting New Zealand by contacting Yachting New Zealand at PO Box 33 1487, Takapuna, Auckland 0740 or via email mail@yachtingnz.org.nz.”

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Yachting New Zealand Member Card

Why is a digital card being issued to our club members?

Membership cards were previously issued to club members as part of the member card programme, which more than 70 percent of clubs have opted to join. All affiliated club members will qualify for the Yachting New Zealand member card with a dedicated membership number as well as the [partner benefits](#) associated with it.

How does the digital card work?

All club members will be sent an email advising them to download and register on the Yachting New Zealand app once your club’s affiliation fee has been paid. The digital card and partner discounts will be available for viewing in the member zone once your club member has registered and then logged in. Your club member won’t need to log in again in future. The card and partner benefits will no longer be visible when they expire on June 30 each year but will come online again once affiliation has been renewed.



Why are Yachting New Zealand not printing cards anymore?

We're moving with the times. Not only will this be simpler for everyone - one less card to manage, convenience when redeeming member card offerings and a simpler tool for identification – it will provide a considerable cost saving and be more environmentally friendly.

Do I still need to provide information as part of the member card programme?

No. Once you start sending all the details through for affiliation, all those members will be issued with digital cards. We are aware the member cards are from the previous season, but they are issued in good faith to all your existing members. You will be able to update this list with new members who have joined during the year, as well as members who have not renewed. These changes can be instantaneous as we are working with a digital platform.

If I sent membership details during the year for the member card, do I still need to send member data for affiliation?

Yes. Our levy calculation is based on the type of memberships and we will still need a breakdown of your member details and the membership category, as per the template.

If you have any queries, please contact Beth on 09 361 4020 or by email on beth@yachtingnz.org.nz.