INCOMING TOUR FORM

THIS FORM MUST BE COMPLETED IN FULL AND SENT TO YOUR CONSTITUENT BODY AS SOON AS POSSIBLE, AND IDEALLY NO LESS THAN ONE MONTH PRIOR TO THE START OF THE PROPOSED TOUR.

1. (a) **NAME OF HOST CLUB(S)/COUNTY**

_____

(B) **HOST CLUB OFFICIAL RESPONSIBLE FOR ORGANISING TOUR**

Name: _____

Address: _____

_____

_____

Telephone Numbers: (H) _____ (M) _____

Email: _____

Position held in Club/County: _____

2. **CONSTITUENT BODY/COUNTY:** _____

3. **NAME AND ADDRESS OF VISITING CLUB/TEAM:**

Name: _____

Address: _____

_____

_____

Telephone Numbers: (H) _____ (M) _____

Email: _____

Position held within the Club: _____

(Please note, we will not accept UK tour operator details)

4. **DATES OF PROPOSED TOUR**

From: _____ To: _____

5. **MATCHES TO BE PLAYED (including against other English Clubs)**

NB. In relation to age grade rugby, Clubs are reminded of the need to comply with RFU Regulation 15 at all times including the regulations relating to out of season activity.

Opposition	Date	Venue	Age Group
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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6. COMPOSITION OF PARTY

Number of Players: _____

Number of Staff/Coaching Staff: _____

7. VISITING UNION'S APPROVAL

It is the responsibility of the host Club to obtain the approval of the visiting Union. The visiting Club should facilitate this or you can contact the Union directly. Please refer to the International Union's contact sheet attached.

Approval by your CB will be subject to you obtaining the visiting Union's approval and the CB may withhold approval until such time as it is provided with written confirmation of the visiting Union's approval.

8. HOST CLUB DECLARATION

On behalf of the host Club, I hereby confirm that:

(a) All activity will comply and be played in accordance with RFU Regulations, IRB Regulations and IRB Laws of the Game.

(b) CB approval will be subject to completion of Schedule 1 (Incoming Tour Consent Form) which has been signed by all members of the visiting tour party.

(c) CB approval of the tour will be subject to the Club obtaining the visiting Union's approval prior to the start of the tour and the CB is entitled to withhold approval until such time as it is provided with written confirmation of the visiting Union's approval.

(d) The information and statements set out in this form are true and correct.

(e) The committee fully endorses this tour application.

Signature of Club Secretary or Chairman/President: _____

Print name and title: _____

Date: _____

9. CONSTITUENT BODY APPROVAL

Constituent Body: _____

Signature of Honorary Secretary or other CB authorised official: _____

Print name and title: _____

Date _____

10. CONDITIONS OF APPROVAL OR BLANKET APPROVAL (if relevant)

NB. RFU Regulation 10.5(d) and 10.6(b) permits CBs to provide approvals on a blanket, pre-approval basis for a match or series of matches as the CB determines in its absolute discretion. CBs are also permitted to grant approval subject to such additional conditions as it deems appropriate.

Please set out below any additional conditions of approval or details of any blanket approval for a match or series of matches.

_____

_____

_____

_____

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SCHEDULE 1

INCOMING TOUR CONSENT FORM

On behalf of [insert name of overseas club/team], the signatories below certify that we agree to abide by the Laws of the Game, the RFU Rules, Regulations and the requirements of the RFU in relation to discipline, the IRB Regulations and agree that all matches will be played under the jurisdiction of the Rugby Football Union who shall have the power to discipline any individual, organisation or Club for breach of any of the Laws of the Game, the RFU Rules and RFU Regulations and the IRB Regulations (unless the RFU has agreed with the visiting Union that the visiting team (including players, coaches and other individuals travelling with the touring group) will be disciplined by the visiting Union in accordance with that Union's disciplinary rules and procedure).

This form need only be signed by individuals over the age of 18 years old.

Signature	**Print Name** (Capital letters)	**Position** (player, coach, referee etc.)	**Date**

Note: If any individual fails to complete the certification above they will automatically breach RFU Rules and Regulations and not be permitted to be part of the tour outlined in the approval form.

Please use additional copies of Schedule 1 (Incoming Tour Approval Consent Form) to ensure all members of the tour party have completed the certification.

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