



**PCAV 2... ..
STATE EVENT ADVISOR
OFFICIAL NOMINATION FORM**

Date entered: _____

NOMINATIONS CLOSE*:

Nomination

For the purpose of the State Council appointing a State Event Advisor to oversee the conduct of State Level Events for the year 2.. . . . – 2 and in accordance with the PCAV Purpose and Rules and State Level Event Booklets, I submit the following nomination:

Nominee name: to the position of

- Showjumping.....
- Dressage.....
- State Horse Trials
- Interzone Teams Horse Trials
- Flat Teams and Musical Ride.....
- State Games
- National Mounted Games.....
- Polocrosse
- Equitana Showjumping.....

Practical Experience/Specific Interest:

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Please forward this form to: PCAV State Office 73-75 Mackie Rd MULGRAVE. VIC. 3170	
<i>Version: Nomination - State Event Advisor generic year.docgeneric year</i>	<i>H:\PCAV Files\Templates\Forms\State Forms\Nomination - State Event Advisor generic year.doc</i>
Date Received: _____	

 <p>Pony Club Association of Victoria Inc AS134135 ABN: 64 320 020 091</p>
<p>PCAV 2.. . . .</p> <p>STATE EVENT ADVISOR</p> <p>OFFICIAL NOMINATION FORM</p>
<p>Date entered:</p>

State Event Advisor – Roles & Responsibilities

- ◆ As the technical co-ordinator between the State Council and the Organising Committee, the State Event Advisor will work in close liaison with the organising committee to assist the smooth operation of the planning and implementation of the event.
- ◆ Is responsible to ensure that the organising committee operate in accordance with the current PCAV rules and regulations and State Council directives.
- ◆ Liaise with the State Office in the preparation of event booklets and entry forms.
- ◆ Ensures the venue selection, competition format and facility risk management are of the highest level.
- ◆ Is in attendance and provides advice to the State President and organising committee as to the conduct of the event.
- ◆ Undertakes quarterly contact with organising committee for updates.
- ◆ Is not the “Chair” of the organising committee and is there to provide advice and guidance.
- ◆ The PCAV President, and the PCAV Executive Sub-committee in charge of and is responsible for the conduct of State Level Events.

Nomination Acceptance

In accepting this nomination I, the undersigned agree to attend the nominated event and be in regular contact with the organising committee. I therefore understand my obligation and accept the nomination for appointment as a State Level Advisor:

Nominee’s signature: Date: / .. / 2.. . . .

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