



Victorian Bridge Association Limited

ACN 004 595 993

3rd May, 2013

All Victorian Affiliated Club Secretaries

RE: Proposal to change the capitation date & future fee increases

At its April meeting, the VBA council discussed the concerns raised by some clubs over the misalignment between the VBA Capitation Date (currently September 30th) and the ABF Census Date (currently March 31st).

The VBA Council would like to align the VBA census date with the ABF census date. In order for this transition to happen smoothly the VBA now propose to manage this change as set out below:

1. In October 2013, the VBA will invoice you for 6-month capitation only as a transitional measure, covering the period from October 2013 through March 2014 rather than the full year to September 2014. Being half a year, the capitation fee for that half year will be half of the usual capitation fee i.e. \$5 instead of \$10. This invoice will be due and payable by November 30th 2013.
2. In April 2014, the new ABF-aligned invoicing date, we will invoice you for the full year from April 2014 through to March 2015. Being for a full year, the capitation fee will be \$10 and will be based on your membership at 31 March 2014, the same date that the ABF uses as its census date. This invoice will be due and payable by May 31st 2014.
3. In the spirit of good faith, we'll give you a \$5 credit for anyone we invoiced you for at October 2013 who is not a member at 31 March 2014, and who does not renew by June 30th 2014.
4. We recognise that some clubs may experience difficulty in paying the fees during the transition year and the VBA will be amenable to discussing a two instalment payment plan with them during the 2014 transition year.
5. After April 2014, invoices for VBA capitation fees will be issued in April, with fees due and payable by May 31st in the applicable year.
5. From April 2015, a CPI increase will apply to the VBA Capitation Fee annually. The CPI figure used will be based on the published CPI as at December 31st of the preceding year. For reference, the CPI increase over the year to 31st December 2012 was 2.2%.

The VBA now asks all clubs to comment on the above proposal. Please forward any comments on the above proposal to the VBA by 30th June.

Best regards,

Kim Frazer
Secretary

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