

**WAGGA WAGGA & DISTRICT AMATEUR FOOTBALL ASSOCIATION Inc**.

**FOOTBALL WAGGA WAGGA**

Policy Number FWW-POL-001

Ground Booking Procedure

Version 1.0

**Objectives**

To provide clear guidance on Football Wagga Wagga’s ground bookings procedure, including pre-season and during season training and playing allocations.

Note, this procedure has been developed in consultation with Wagga Wagga City Council.

**Procedure**

1. In January, Football Wagga Wagga will provide all clubs with a Draft Ground Bookings form for their consideration. This will be based on the previous season’s ground bookings and incorporate any changes requested by clubs.
2. Football Wagga Wagga will make the initial Ground Booking with Wagga Wagga City Council for:
	1. Pre-season training
	2. During-season (ie winter) training
	3. Competition fields
3. From then on, any changes clubs wish to make to their ground allocations must be done directly with the Ground Bookings Officer of Football Wagga Wagga (currently Lyn McDermott).
4. Light bookings must be made by each club individually, using the Wagga Wagga City Council Light Bookings form.