



HASSRA West Midlands 2010 Regional Pool Entry Form

Weds 15.9.10 @ Reds Snooker Club Coventry 10.30am to 5pm

HASSRA Member

Office

Staff Number

Membership No.

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Notes

- Individual entries required asap. Closing date is 13.8.10. Entry forms must be fully completed and submitted by E-Mail to : andy.edgington@jobcentreplus.gsi.gov.uk
- All entrants must be members of HASSRA and leave agreed with line managers prior to entry. We only want entries if you are 100% definite.
- Winners from the men's and women's singles will be selected to represent HASSRA West Midlands in the National Darts Competition on 12.11.10 in Stirling, Scotland
- A buffet will be provided at the Regional event
- All reasonable travel expenses can be claimed after the event. The expense form can be found on the HASSRA intranet site. If you go via the DWP intranet A – Z, click on H for HASSRA, select West Midlands Region on the right hand side then click on the Regional A – Z and select expense form. Please read all the guidance, forms for this event should be submitted electronically. No hard copies please. (only applicable if you have a receipt for an expense and N/A in this case) NB Any taxi journey needs to be approved of by the region before undertaken. We would expect you to be able to walk from Coventry Station if travelling by train.
- Address is Reds Snooker Club, 2nd Floor coventry Point, Market Way, Coventry, CV1 1EA
- A final email will be sent confirming places at this event at least 2 weeks before to you..
- If exceptionally after committing you are unavailable please inform Andy before the event. At least 2 weeks before please where possible to aid organization. In the event you don't attend and haven't contacted us before with good reason we may charge you or your club for the Regional cost we incur.
- As with all events we expect best behavior, to be supportive of our organizers and to adhere to the HASSRA code of conduct.
- Andy will provide a contact telephone number when confirming final places
- **Please note if we have an exceptional number of entries from 1 office or area we may require you to play off at a local venue for a place in the competition .**