



HASSRA West Midlands 2010 Regional Snooker Entry Form

Weds 22.9.10 @ Golden Cue 9.30am to 5pm

HASSRA Member

Office

Staff Number

Membership No.

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Notes

- Individual entries required. Closing date is **15.9.10** but entries required **ASAP** to aid organisation. Entry forms must be fully completed and submitted by E-Mail to : paul.rudge@thepensionservice.gsi.gov.uk who will confirm your place.
- 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**.
- The event is an open singles competitions, women and men most welcome.
- Address is Unit 6, Barton Industrial Estate, Mount Pleasant, Bilston.WV14 7LH. There is free parking in front of the club.
- Food will be provided at this event, but not drinks.
- Snooker cues are provided by the club for free to use in the competition, but you are welcome to bring your own.
- Photographs of the winner and runner up will be taken to be used in publication both for the HASSRA intranet and internet site. If you don't wish to have your photo taken please make this clear to the organiser
- 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 reads 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)
- The winners from the competition will be selected to represent HASSRA West Midlands in the National Snooker Competition in Stirling, Scotland on 12.11.10
- If exceptionally after committing you are unavailable please inform Paul before the event. At least 2 weeks 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 organisers and to adhere to the HASSRA code of conduct.
- If you have any query other than with expense claims (that will be a regional matter) please email Paul Rudge.If it is urgent you can contact Paul on 07506 551252