**PNBHS White Jersey Club**

12 April 2018

Dear White Jersey Club Member,

The 2018 season is underway, as you are aware. Two good wins in the two pre-season matches played against Lindisfarne and Scots College.

We have set up a policy for the expenditure of the money that you all so generously donate to the team.

**Policy**

In the current calendar year, we will spend the previous year’s profit using the following guidelines

1. 25% will be retained to build up a capital sum that can generate an on-going income
2. 50% will be given to the 1st XV to assist with the cost of travel
3. 25% will be used to assist those members of the team in financial difficulty. These grants will be awarded in the following way:
	1. a grants committee will consist of the Rector, the Bursar, a coach and the administrator of the WJC
	2. the coach will present a case to the committee for consideration
	3. the Bursar will report on the player’s financial situation, considering such factors as outstanding debts, attempts made to pay, the family’s financial situation
	4. Using this and the coach’s recommendations, the committee will award funds as appropriate.
	5. As most requests will be for equipment, the material required will be purchased on school order forms and debited to the WJC.
	6. In the event of funds being given to a player to assist with overseas travel costs, this will be organised through the Finance Office.

In 2017, the extraordinary costs (other than jerseys, etc) were:

1. $1000 to a player to assist with general schooling costs
2. $108 for rugby boots
3. $1000 to travel costs (to Napier)
4. $391.97 assistance to a player on the overseas tour
5. $347.80 for the lunch the 1977 team had with the 1st XV at their reunion

Please find enclosed a tax receipt for the donation you gave for the 2017 season. If there is no receipt enclosed, it means you either forgot or don’t intend to contribute further. Could you please let me know if you wish to continue membership so that I can up-date my records if you no longer wish to contribute.

Enclosed also is the fixture list for the season. To date, we have two 1st XV reunions – 1978 on 26 May (Gisborne) and the 1988 team on 9 June (Hastings). Please excuse the typo on the front page!

Thank you, on behalf of the boys, for your continued support.

**2017 Receipts and 2018 Season Donations**

Please find attached the receipt of your donation in the past financial year.

If there is no receipt attached, it indicates that you did not donate last year. In order to tidy up my database, if you did not donate last year, we must assume that you no longer wish to be involved – so I will put your membership on hold. As I am sure lack of donation last year is most probably due to oversight or forgetfulness, if you donate this year, you will be put back on the register.

**Details for 2018 Donation**

**Electronic Banking Details:**
Account Number: 03-0726-0476403-00
Reference: WJC, Surname, Initial and last year in the 1st XV (eg. WJC Smith B, 1972).

For international transfers, you also need to include the bank account name: Palmerston North Boys’ High School. Branch: Westpac, Broadway, Terrace End, Palmerston North

**Explantion of differing amounts on receipt**.

If this was your first year in the Club, your receipt will read $86.96. This reflects that fact that the first year’s subs are not a donation, as you receive goods for the money paid. Because of this, GST is deducted and the balance (viz. $86.96) is creditied to our account. Every subsequent year’s donations are ‘donations’ and, as such, are tax deductible – hence the donations receipt.

Regards

Dominic King

Old Boys Office