

## Tennis West Merchandise Request Form

Each year Tennis West receives a large number of requests from affiliated clubs and associations for the donation of Tennis merchandise. As the governing body for Tennis in Western Australia, Tennis West endeavours to support requests for giveaways and prizes where possible, however stock is limited. A new policy and procedure has been developed to ensure Tennis West can fulfil as many of these requests as possible.

Please read the guidelines and application process below prior to completing the Merchandise Request Form.

### ***Eligibility***

To be eligible for a donation, your club or association must meet the following criteria:

- Be affiliated with Tennis West
- Merchandise should be used to raise funds for the club or association, or to reward players, members or volunteers
- No applicant shall receive a merchandise donation on more than one occasion per calendar year

Applications will receive priority if the club or association meets the following criteria:

- Agree to register members in My Tennis on an ongoing basis
- Have a Tennis Australia Coach Member deliver coaching at the venue
- Implement the ANZ Tennis Hot Shots program at the venue

### ***Applications***

- Applications will only be considered on the first Monday of each month
- Only a limited amount of merchandise is available
- Applicants may receive a merchandise donation only once per calendar year
- No application will be considered without completing the Merchandise Request Form in full
- Applicants will be advised whether their request is successful or unsuccessful via email. If unsuccessful, applicants may resubmit a Merchandise Request Form for consideration in future months

Clubs and associations that meet the criteria above and wish to submit a donation request are invited to complete the form below. Once completed, the form should be returned to Tennis West for consideration.

**Tennis West**  
**PO Box 116**  
**Burswood WA 6100**  
**Email: [ageraghty@tennis.com.au](mailto:ageraghty@tennis.com.au)**  
**Fax: 9361 1500**

Tennis West



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## Tennis West Merchandise Request Form

*Club Name:*

*Contact Name:*

*Position at Club:*

*Email Address:*

*Phone Number:*

*Name of the event/function/fundraiser:*

*Brief description of event:*

*Event date:*

*Expected number of attendees at event:*

*How will the merchandise be utilised (eg. raffle, prize, giveaway)?*

*Additional comments:*

*Once completed, the Merchandise Request Form should be returned to:*

Tennis West  
PO Box 116  
Burswood WA 6100  
Email: [ageraghty@tennis.com.au](mailto:ageraghty@tennis.com.au)  
Fax: 9361 1500