

FEES CLAIMABLE



Effective from 1 September 2025

This document outlines the fees that clubs and individuals may claim from SQAS.

These fees apply *except* where the individual is employed under separate arrangements to perform these tasks.

SQAS Sponsored Activity	Club / Individual	Description	Fee Claimable
ARCHERY TRAINING - including: Youth Development Day (YDD) AA Regional Development Day (AARPD) SQAS Archer Development Program (SQAS ADP)	Club	Participation Fee - a fee to reimburse host clubs for the cost of scorecards and the damage to target butts and target faces.	\$20 per participant per day
	Coach & Approved Team Managers	Coaches Fee - formally invited and assisting at the training day	\$200 per day
		Team Managers Fee - formally invited and assisting at the training day	\$200 per day
		Mileage - reimbursing the cost of a return trip by car from the Individual's home address to the host club or event venue. \$ value limits may apply.	See "Allowances & Other Reimbursements" below
		Other Costs - such as return costs for tolls, taxi, bus, train, flights, accommodation, longterm car parking at airports etc from the Coach's home address to the host club or event venue. <i>Prior approval is required from SQAS President. Approved flights and accommodation will be booked in accordance with SQAS Travel Policy.</i> <i>Evidence of costs must accompany claim eg receipt or statement.</i>	Actual Cost

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SQAS Sponsored Activity	Club / Individual	Description	Fee Claimable
SQAS TOURNAMENT or QRE	Club	Participation Fee (Outdoor Event) - a fee to reimburse host clubs for the cost of damage to target butts and target faces. (Fee per participant - not per registrant)	\$25 per participant per day
		Participation Fee (Indoor Event) - a fee to reimburse host clubs for the cost of damage to target butts and target faces. (Fee per participant - not per registrant)	\$17 per participant per day
	Judges	National Judge - appointed Judge	\$50 per round (WA1440 = 2 rounds)
		Chair of Judges - Appointed Tournament Chair (Not available for QREs)	\$60 per round (WA1440 = 2 rounds)
		Mileage - reimbursing the cost of a return trip by car from the Individual's home address to the host club or event venue. \$ value limits may apply.	See "Allowances & Other Reimbursements" below
		Other Costs - such as return costs for tolls, taxi, bus, train, flights, accommodation, longterm car parking at airports etc from the Judge's home address to the host club or event venue. <i>Prior approval is required from SQAS President. Approved flights and accommodation will be booked in accordance with SQAS Travel Policy.</i> <i>Evidence of costs must accompany claim eg receipt or statement.</i>	Actual Cost

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COURSES - including: Coaches Course Community Coach Courses National Judge Candidate Course SQAS Sponsored Archery Courses	Club	Participation Fee - a fee to reimburse host clubs for permitting their facilities to be used for the course. NOTE: claimable by the host club where the course is conducted on club grounds. (Fee per participant - not per registrant)	\$15 per participant per day
	Presenter	Presenter Fee - AA accredited presenters - a fee for conducting the event.	\$250 per day
		Mileage - reimbursing the cost of a return trip by car from the Individual's home address to the host club or event venue. \$ value limits may apply.	See "Allowances & Other Reimbursements" below
		Other Costs - such as return costs for tolls, taxi, bus, train, flights, accommodation, longterm car parking at airports etc from Presenter's home address to the host club or event venue. <i>Prior approval is required from SQAS President. Approved flights and accommodation will be booked in accordance with SQAS Travel Policy.</i> <i>Evidence of costs must accompany claim eg receipt or statement.</i>	Actual Cost

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<p>TRAVEL ON BEHALF OF SQAS - including:</p> <p>SQAS Team Coaches & Managers</p> <p>Presenter Assessors</p>	<p>Traveller</p>	<p>The mode of travel (car, train, plane) may be approved by SQAS Committee</p> <p>SQAS will organise travel and accommodation in accordance with the SQAS Travel Policy.</p> <p>NOTES:</p> <ul style="list-style-type: none"> - any financial support / subsidies received from other organisations towards the travel or accommodation for the event is to be used to reduce SQAS's costs. Eg any person sharing accommodation with an SQAS traveller for the same event and receiving an accommodation allowance / subsidy from another organisation will use that allowance / subsidy received to reduce the cost of accommodation to SQAS by the total amount of that allowance / subsidy. - partners / children of SQAS traveller must meet their own costs of travel and accommodation. 	
		<p>Mileage - reimbursing the cost of a return trip by car from the Individual's home address to the host club or event venue. \$ value limits may apply.</p>	<p>See "Allowances & Other Reimbursements" below</p>
		<p>Per Diem Allowance - where the Traveller is required to stay away from their home address overnight.</p> <p><i>NOTE: prior approval is required</i></p>	<p>See "Allowances & Other Reimbursements" below</p>
		<p>Other Costs - such as return costs for tolls, taxi, bus, train, flights, accommodation, longterm car parking at airports etc from individual's home address to the host club or event venue.</p> <p><i>Prior approval is required from SQAS President. Approved flights and accommodation will be booked in accordance with SQAS Travel Policy.</i></p> <p><i>Evidence of costs must accompany claim eg receipt or statement.</i></p>	<p>Actual cost</p>

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ALLOWANCES & OTHER COST REIMBURSEMENTS	Individual	<p>Per Diem Allowance - where the Individual is required to stay away from their home address overnight.</p> <p><i>NOTE: prior approval is required</i></p>	\$40 per day	
		<p>Mileage - reimbursing the cost of a return trip by car from the Individual's home address to the host club or event venue. \$ value limits may apply.</p>	85 cents per kilometre	
		<p>Meal Allowance - available only for overnight stays</p>	Day 1 - Leave before 12pm	\$50
			Day 1 - Leave after 12pm	\$25
			Each whole day away from home base	\$75
			Last day - Arrive before 12pm	\$25
			Last day - Arrive home after 12pm	\$50
<p>Other Costs - such as return costs for tolls, taxi, bus, train, flights, accommodation, longterm car parking at airports etc from individual's home address to the host club or event venue.</p> <p><i>Prior approval is required from SQAS President. Approved flights and accommodation will be booked in accordance with SQAS Travel Policy.</i></p> <p><i>Evidence of costs must accompany claim eg receipt or statement.</i></p>	Actual Cost			