**APPLICATION FOR AUTHORITY TO CONDUCT AN OVERSEAS SPORTS VISIT**

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| **Serial** | **Required Information** | **Applicants are to insert the details**  **into the boxes below** |
| 1 | **Name of Sports Competition or Activity:**  *(i.e. Ex Winter Training - Army Athletics or*  *World Masters Games - Corps Team etc)* |  |
|  | **Name of the unit, Corps or Army Team:**   * Team name: |  |
|  | **Type of activity or event you wish to take part in:[[1]](#footnote-1)**   * *Sports competition/event/activity\*:* * *Training Camp\*: (In prep for forthcoming season)* * *Winter Sport activity\*:* |  |
|  | **Country and city/town to be visited (i.e. Canada/Calgary):**   * *Country:* * *City/Town:* |  |
|  | **Inclusive dates of the OSV:**   * *From:* * *To:* |  |
|  | **In theatre POC to include contact details:**   * *Name:* * *Sport Appointment:* * *Affiliated in-country Sports Body:* |  |
|  | **Brief explanation or justification for teams which is to include:**   * *Aim of the visit* * *Type of activity or participation:* * *Number of fixtures:* * *Number of personnel:* [[2]](#footnote-2) | *Male: Female: Civilian[[3]](#footnote-3):* |
|  | **Commanding Officer/Head of Establishment authority**  **or**  **Chairman or Director of Corps/Army Team authority** | *Yes/No\**  *Rank and Name:*  *Contact email address*  *Yes/No\**  *Rank and Name:*  *Contact email address:* |
|  | **Army Sports Secretary Approval**   * *Does the event/activity meets NGB objectives and policy:* * *Army Sports Secretary details:* * *Contact details:* | *Yes/No\*:*  *Rank Name:*  *Email address:* |
|  | **Diplomatic Clearance[[4]](#footnote-4)** | *Requested Yes/Not yet/Approved[[5]](#footnote-5)\** |
|  | **Details of any Defence Engagement activities to be conducted during the visit:** |  |
|  | **Details of last overseas tour to include**   * *Dates* * *Location:* * *Dates Last visited a Zone 4 or 5 country[[6]](#footnote-6):* |  |
|  | **An Army Sports Lottery Grant may be applied for:** | *Yes/No\** |
|  | **Activity Lead details and contact address:**   * *Rank:* * *Name & Intls:* * *Mil Tel:* * *Civ Tel:* * *Mobile:* * *Mil email:* * *Civilian email:* * *Postal address:* |  |
|  | * **Signed:** |  |
|  | * **Rank & Name:** |  |
|  | * **Date:** |  |

\* Delete as necessary

The completed form is to be sent electronically to [sduncan@ascb.uk.com](mailto:sduncan@ascb.uk.com) & [gehlen@ascb.uk.com](mailto:gehlen@ascb.uk.com) at Army Sports Control Board for both individual and team overseas sports visits and sporting competitions/events.

1. Applicants are to provide a link to the event/competition or a copy of the invitation from the overseas sports team, event organiser or governing body. [↑](#footnote-ref-1)
2. Insert a breakdown of military personnel attending the OSV and also the total numbers of civilian personnel. [↑](#footnote-ref-2)
3. Note that civilian personnel are not entitled to Public and ASL funding nor will they be given on duty status. [↑](#footnote-ref-3)
4. Diplomatic clearance does not need to be applied for until after ASCB approval of the OSV. However, it is the responsibility of the activity lead to seek [↑](#footnote-ref-4)
5. Enclose an e-copy of your Dip Clearance if already approved. [↑](#footnote-ref-5)
6. Include if applicable Zone 4 – N Africa, Middle East, Cyprus, Tenerife, Dubai, Turkey etc. Zone 5 – Rest of World: USA, S Africa, Australia, NZ, Fiji, etc. [↑](#footnote-ref-6)