|  |  |  |
| --- | --- | --- |
| 1 | **SPORT:**  **DISCIPLINE:** |  |
| 2 | **NAME OF ACTIVITY or COMPETITION:** |  |
| 3 | **TYPE OF ACTIVITY & DETAILS:**  - Link to the event/competition.  - Invitation from the overseas sports team, event organiser or governing body.  - Aim of the visit.  - Number of fixtures  - Any other information |  |
| 4 | **DETAILS OF ANY DEFENCE ENGAGEMENT ACTIVITIES TO BE CONDUCTED DURING THE VISIT:** |  |
| 5 | **NAME OF UNIT, CORPS or ARMY TEAM:**  Cannot be a cross section of different Units, Corps or Teams, unless there is a formal amalgamation for sport in place. |  |
| 6 | **ORGANISER DETAILS**  **RANK:**  **FULL NAME:**  **LOCATION BASED:**  **MIL TEL:**  **CIV TEL:**  **MOBILE NO:**  **EMAIL ADDRESS:** |  |
| 7 | **COUNTRY & CITY/TOWN TO BE VISITED:**  i.e. Canada/Calgary |  |
| 8 | **DATE DIPLOMATIC CLEARANCE OBTAINED & BY WHOM:**  Authority will not be issued without this in place. |  |
| 9 | **INCLUSIVE DATES OF THE OSV:**  Should not exceed 14 days. | **FROM:** **TO:** |
| 10 | **NUMBER OF PERSONNEL:**  Insert a breakdown of military personnel attending the OSV and also the total numbers of civilian personnel. | **MALE:**  **FEMALE:**  **CIVILIAN:** |
| 11 | **IN THEARTRE POC CONTACT DETAILS**  **NAME:**  **SPORT APPOINTMENT:**  **AFFLIATED IN-COUNTRY SPORTS BODY:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 12 | **COMMANDING OFFICER/HEAD OF ESTABLISHMENT AUTHORITY** | **YES or NO**  **RANK & NAME:**  **EMAIL ADD:** |  |
| **CHAIRMAN/DIRECTOR OF CORPS/ARMY TEAM AUTHORITY** | **YES or NO**  **RANK & NAME:**  **EMAIL ADD:** |  |
| 13 | **ARMY SPORTS SECRETARY APPROVAL RECEIVED:**  ASCB Ops Team will seek confirmation on whether or not the team or participants have been competitive at Army/Corps/Unit level. Also, that the activity meets NGB objectives & policy. | **YES or NO**  **DATE RECEIVED:**  **NAME:** |  |
| 14 | **DETAILS OF LAST OVESEAS TOUR:**  - Zone 4 – N Africa, Middle East, Cyprus, Tenerife, Dubai, Turkey etc.  - Zone 5 – Rest of World: USA, S Africa, Australia, NZ, Fiji, etc. | **DATES:**  **LOCATION:**  **DATE LAST VISITED ZONE 4 OR 5 COUNTRY:** | |
| 15 | **ARMY SPORT LOTTERY GRANT APPLICATION SUBMITTED:**  Ex-servicemen who are ASL members are entitled to ASL funding as long as they hold the relevant number of tickets, however civilian personnel are not entitled to Public and ASL funding nor will they be given on duty status. | **YES or NO**  Deposits should not be paid before ASCB Authority is issued and the ASL have been consulted reference potential funding. | |
| 16 | **BERLIN MEMORIAL FUND GRANT APPLICATION SUBMITTED:** | **YES or NO** | |
| 17 | **DO YOU HAVE PERSONAL INSURANCE: YES OR NO**  Service personnel who attend an authorised OSV will be classified as being **on duty** only while they are training/playing or involved in official activities associated with the visit or training camp. | | |
| 18 | **ADDITIONAL COMMENTS IN SUPPORT OF YOUR APPLICATION:** | | |
| 19 | **SIGNED:** |  | |
| 20 | **RANK & NAME** |  | |
| 21 | **DATE APPLICATION SUBMITTED:** |  | |

The completed form is to be emailed to opsbranch@ascb.uk.com at The Army Sports Control Board for both individual and team overseas sports visits and sporting competitions/events or overseas training camps.

Additional information and advice can be found at <https://armysportcontrolboard.com/organising-visits/>