# ANNEX L TO CHAPTER 5

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

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| **Ser** | **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)* |  |
| 2 | **Name of the unit, Corps or Army Team:**   * Team name: |  |
| 3 | **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\*:* |  |
| 4 | **Country and city/town to be visited (i.e. Canada/Calgary):**   * *Country:* * *City/Town:* |  |
| 5 | **Inclusive dates of the OSV:**   * *From:* * *To:* |  |
| 6 | **In theatre POC to include contact details:**   * *Name:* * *Sport Appointment:* * *Affiliated in-country Sports Body:* |  |
| 7 | **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):* |
| 8 | **Commanding Officer/Head of Establishment authority**  **or**  **Chair or Director of Corps/Army Team authority** | *Yes/No\**  *Rank and Name:*  *Contact email address*  *Yes/No\**  *Rank and Name:*  *Contact email address:* |
| 9 | **Army Sports Secretary Approval**   * *Does the event/activity meet NGB objectives and policy:* * *Army Sports Secretary details:* * *Contact details:* | *Yes/No\*:*  *Rank Name:*  *Email address:* |
| 10 | **Diplomatic Clearance[[4]](#footnote-4)** | *Requested Yes/Not yet/Approved* |
| 11 | **Details of any Defence Engagement activities to be conducted during the visit:** |  |
| 12 | **Details of last overseas tour to include**   * *Dates* * *Location:* * *Dates Last visited a Zone 4 or 5 country[[5]](#footnote-5):* |  |
| 13 | **An Army Sports Lottery Grant may be applied for:** | *Yes/No\** |
| 14 | **Activity Lead details and contact address:**   * *Rank:* * *Name & Intls:* * *Mil Tel:* * *Civ Tel:* * *Mobile:* * *Mil email:* * *Civilian email:* * *Postal address:* |  |
| 15 | * **Signed:** | (original Signed) |
| 16 | * **Rank & Name:** |  |
| 17 | * **Date:** |  |

\* Delete as necessary

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

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. 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. [↑](#footnote-ref-3)
4. Diplomatic clearance is to be applied for before ASCB approval of the OSV is issued. It is the responsibility of the OSV organiser to seek the clearance from the in-country Def Section. Applicants are to submit an e-copy of their Dip Clearance with their OSV application. [↑](#footnote-ref-4)
5. 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-5)