

Rover Scout Motorsport

Event Policy

Event Finances

This policy covers the managing of Event Finances across all RSM events.

Rationale:

In the past, there have been occasion issues raised in regards to how Event Finances have been managed. This policy has been created to simplify the arrangements around Event Finances.

Policy:

All RSM Events excluding Mudbash are required to follow the below policies in the management of their finances.

- All RSM events are required to utilise the Rover Scout Motorsport Bank Account. Individual event accounts are no longer permitted.
- Event Budgets are required to be submitted to the RSM Committee at the same time as Supplementary Regulations (Three months prior to event minimum).
- Events are required to use the common RSM Financial template for their recording and reporting.
- Event Organisers need to regularly make contact with the RSM Treasurer to ensure that bills and invoices are paid for on time and to ensure that all recording is correct and accurate (Mudbash is exempted from this Policy Statement).
- Following an event, all finances need to be finalised within 1 month after the event or a suitable timeframe as determined by the executive and all receipts, invoices, records, cheques and cash forwarded on to the RSM Treasurer for auditing and deposit.
- Final financial reports must be presented to the RSM Committee no more than two general meetings after the event

Notes:

The Mudbash event is exempt from a number of the above Policy Statements as their finances are scrutinised directly by the Victorian Branch Rover Council.