



### Regulations for the allocation and control of trophies

1. **Trophies:** All trophies belonging to the Kent County ASA are perpetual trophies.
  2. **Allocation:** The allocation of trophies to competitions shall be decided by the Management Committee, subject to the wishes, where known or reasonably obtainable, of the donors.
  3. **Insurance:** The appropriate trophies shall be insured by the Association against loss or damage at all times, whether in the possession and control of the Association and its Officers, or in the possession of the holders or of the engravers or in transit between them.
  4. **Storage:** When in the possession of the Association, the trophies shall be kept in suitable secure accommodation arranged by the trophies Officer.
  5. **Presentation:** Trophies shall be presented to the winners on the occasions of the competitions for which they are awarded. Where there is no specific date on which a trophy may be awarded, it shall be presented at the Annual General Meeting of the Council or on such other occasion as may be arranged by the General Secretary and/or the Trophies Officer on behalf of the Management Committee.
  6. **Tenure:** The holder shall be entitled to hold a trophy from the time of its presentation until a date fixed and notified by the trophies Officer, to whom it shall be returned, on or before the notified date, carriage paid.
  7. **The Holder**
    - 7.1 The holder, or his representative as set out in 7.2 below, shall give a receipt for a trophy at the time of presentation and shall undertake:
      - 7.1.1 to be responsible for its safe keeping, good condition and cleanliness whilst in his possession
      - 7.1.2 to report immediately, with full details, to the trophies Officer should the trophy be lost or damaged, and to act on his instructions
      - 7.1.3 to return the trophy clean and in good condition, at his own expense, to the Association as instructed by the Trophies Officer
    - 7.2 The receipt and undertaking shall be signed:
      - 7.2.1 by the holder, if an individual of 18 years or over; **or**
      - 7.2.2 if the holder is a club or Association, (eg a team race) by an identifiable official of that club or Association;  
**or**
      - 7.2.3 if the holder is an individual under 18 years of age, by the parent or guardian of the holder or by an identifiable official of his club, such signatory is to be responsible to the Association for the observance of the conditions of tenure.
  - 7.3 If a trophy is not returned as directed by the trophies Officer, or is returned in such a condition that it is not fit to be presented to the new holder, the signatory to the receipt and undertaking shall, if he cannot explain satisfactorily the reasons for the late return and/or the bad condition of the trophy/trophies, be liable to a fine not exceeding £100 plus the cost of any repairs/refurbishment. Further, if this satisfactory explanation cannot be given, the holder and the signatory may be prohibited from holding a trophy in future. The decision on the size of the fine and the suitability of the individuals to hold trophies in the future shall be made by the Management Committee whose decision shall be Final and binding.
  - 7.4 during its tenure, the holder of a trophy shall keep it in his possession. Neither he nor anyone else shall take it out of the County of Kent (which shall be deemed to include the London Boroughs of Bexley, Bromley, Greenwich and Lewisham and the areas on the border of the County which would qualify him to swim in Kent County Championships). If a holder becomes no longer resident in Kent or in the area defined above, he shall return the trophy to the Trophies Officer at his own expense before leaving the area. If a holder of a trophy, or the signatory for a trophy moves to an address other than that given on the form at the time of signing for the trophy, the holder or signatory shall, within 14 days of moving, advise the trophies Officer of the new address and telephone number at which he can be contacted.
8. **Engraving:** The name of the holder of a trophy shall be engraved upon it at the expense of the Association under arrangements made by the Trophies Officer, prior to its award to the next holder.



## **The Edward G. Maples Memorial Trophy (Awarded Annually for Meritorious Services)**

### **Conditions**

1. The award may be made once only to any club official, administrator or voluntary worker in the County of Kent, whose services to the disciplines of swimming are deemed worthy of recognition.
2. Nominations for the recipient of the award may be made by a member of the Management Committee, an appointed Officer of the Association (see Rule 8) or by any club whose headquarters are in Kent rural s.a. Or Kent London SA. and which is affiliated to ASA South East Region..
3. Nominations, which must include the reasons why the proposed recipient should be considered for the award of the trophy, and include a detailed history of the nominee's services to swimming, must be in the hands of the General Secretary of the Association by 1st June for consideration during that calendar year.
4. All nominations held by the General Secretary on 1st June shall be considered by the Management Committee at a subsequent meeting of that Committee. The Committee shall decide who the recipient shall be and shall make the award.
5. A member of the Management Committee, appointed Officer or a club may put forward only one nomination in any one calendar year, but nominations once received by the General Secretary shall automatically be considered by the Management Committee until and unless they are withdrawn by the original sponsor, or upon the death of the nominee.
6. The presentation of the trophy shall take place at the Annual Council Meeting of the Association or as may be otherwise appropriate.

## **The Mick Geer Salver (First Awarded 2010)**

### **Conditions**

1. This salver shall be awarded annually for the best individual swim in the County Championships based on a recognised points system as agreed by the swimming Committee.
2. Competitors in the Open Water Championships and Masters and Seniors Championships shall not be considered as being eligible for the award.
3. The presentation of salver shall take place at the Annual Council Meeting of the Association or as may be otherwise appropriate.

## **The Robinson and Upton Trophies for Masters (First Awarded 2012)**

### **Conditions**

1. The Robinson trophy for Men and the Upton trophy for Ladies shall be awarded annually to the highest performing male and highest performing female in the British Swimming Masters Decathlon Competition for the period 1 January-15 November of the year in which it is awarded.
2. The recipients must be identified as a member of a swimming club affiliated to the KCASA in the Decathlon rankings.
3. The recipients must have participated in the KCASA Masters and Seniors Championships in the year it is awarded.
4. The presentation of the trophies shall take place at the Annual Council Meeting of the Association or as may be otherwise appropriate.

(additional information on the British Swimming Masters Decathlon Competition can currently be seen at <http://www.swimming.org/britishswimming/masters/british-swimming-masters-decathlon-competition/>).