For 2018/19 Affiliations (from 1 October 2018 and earlier payments made that relate to that year), Archery GB will be going totally paperless. All affiliations will have to be submitted to them electronically. The same applies to GWAS.

For DWAA affiliations, the process will follow the GWAS process, as follows:-

1. Each Club will be instructed to make a return to the DWAA Affiliation Officer (currently, the Treasurer), by e-mail, at the same time that they submit any affiliations (relating to 2018/19 onwards) to Archery GB.
2. This is to be done on a form/excel spreadsheet which I attach and a blank will be put onto the DWAA website.
3. The "Form" will ask for the number of new members in each affiliation category and will then automatically total the sum to be paid to DWAA.
4. Payment can be sent to The Treasurer by post or but preferably direct into the DWAA Account (with e-mail advice to the Treasurer stating the reference used).
5. Upon receipt, The Affiliation Officer, will then access the AGB website & verify if the numbers do or do not tally and hence the payment due.
6. If they tally, fine; I will send the Club a confirmatory e-mail so they have a "receipt".
7. If the payment due/numbers do not tally then I will pass it back to the Club, ask them for more info (e.g. a copy of the “invoice” from AGB, or names & addresses of new members - depending on GDPR constraints). Depending on the level of differences, it would be up to me to decide if I can find them easily or, if not, pass it back entirely to the Club to "try again" !

Ralph Wood

DWAA Affiliation Officer and DWAA Treasurer