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| The SecretaryBritish League CommitteeCharmesbury, School Road, Arborfield CrossReadingRG2 9NXEmail: gary.wood@tabletennisengland.co.uk20th May 2016 |  |

To: The Secretary of all clubs participating in Senior British League

**SENIOR BRITISH LEAGUE, SEASON 2016-2017**

1. Please find attached/enclosed
	1. Letter
	2. Team Entry Form (BL1)
	3. Player’s Registration Form (with and without the requirement of a player’s signature) (BL2). You can use either form or indeed mix and match if you wish, depending on what your club consider to be the most appropriate.
	4. Club Ranking Form (BL4)
	5. New Divisional Structure with each National division identified to assist your Team Entry request.

Please return all completed forms to:

Mr Malcolm Macfarlane
36, Crown Way
Lillington, Leamington Spa
Warwickshire
CV32 7SE

Email: mmacfarlane@tabletennisengland.co.uk

**THE FINAL DATE FOR SUBMISSION IS MONDAY 20th JUNE, 2016.**

1. A Team Entry Form will only be accepted from a Club in which the CHAIR,
SECRETARY, and TREASURER are THREE DIFFERENT PEOPLE.
2. Forms BL1, BL2, BL4 and payment details are all in electronic format and can be completed and returned by email in this format. By using this method you are deemed to have accepted condition 2 above.

4. In preparation for this season the SBL Committee have taken your previous feedback into consideration and are releasing tentative venues and their locations for each division. Whilst we are confident these are accurate it is important to be clear, these are subject to change based on the final team entries received. The application form does allow you to request a division and a location e.g. National C (3). However this may not always be possible, therefore you must send in your application on the basis that you may not get what you have requested and must be prepared to compete at your allocated venue. No refunds will be given if you withdraw on the basis of being unhappy with your allocated division or location. The SBL Committee will endeavor to place all teams in an appropriate geographical playing venue. Clearly, given the number of teams applying from certain areas this is not always possible. Applications are therefore made in the knowledge that some travelling and possible overnight accommodation may be required. No team withdrawals will be accepted after receipt of applications.

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1. **SENIOR BRITISH LEAGUE COMPETITION DATES**

Championship and National Divisions only

Sat/Sun 10/11 September 2016

Sat/Sun 12/13 November 2016

**Sunday** only 11 December 2016

Sat/Sun 18/19 March 2017

1. **SUBMISSION DATES**
Final submission dates will be printed on each form and must be strictly adhered. Penalties will be vigorously applied for lateness.
2. **FEES**
All fees pertaining to Team Deposit, Team Entry, Computer Ranking Scheme, Player Registration and Venue Surcharge must be paid with the receipt of the relevant forms. No form will be accepted without the correct fee.

All subsequent player registrations throughout the season must be acknowledged by Malcolm Macfarlane, with the additional payment(s) being made by contacting Supriyaa Parthiban, Finance, Table Tennis England, (details below) with the club and players’ details.

**4. PAYMENT METHODS**

* 1. Write your Club and Team Name in the ‘Payment Details’ located at the bottom of page 4. Also, see note 2 above.
	2. Tick the appropriate box “Paying by Cheque”, Paying by CC/DC, “Paying by BACS”,
	3. Cheque: Cheques made payable to ETTA Ltd and sent to Malcolm Macfarlane, 36 Crown Way, Lillington, Leamington Spa, Warwickshire CV32 7SE, please write SBL and Club and/or Team Name(s) on the reverse of the cheque, in order that Finance can identify your payment.
	4. Electronic Bank Transfer (BACS): In the ‘Reference’ section of the bank transaction, please write SBL and Club and/or Team Name(s), in order that Finance can identify your payment.
		1. Bank details, NatWest Bank plc, Account Name, English Table Tennis Association, Sort Code, 60-10-15, Account number 60705078. When using this method please email either Sam Garey email: samantha.garey@tabletennisengland.co.uk or Supriyaa Parthiban email: supriyaa.parthiban@tabletennisengland.co.uk quoting the reference used in the bank transfer.
	5. Credit/Debit Card: Simply call Supriyaa Parthiban on 01908 208867 quoting SBL and Club and/or Team Name(s). If Supriyaa is not available please call 01908 208860 and ask for Finance.

 **PLEASE NOTE THAT FULL REMITTANCE OF FEES IS REQUIRED WITH THE COMPLETED FORMS, AS ABOVE, BY THE MONDAY 20th JUNE 2016.**

Thank you all for your assistance.

Yours sincerely

Gary Wood
Secretary-British League Committee
Enc.

**PLEASE SEND THIS PAGE WITH YOUR ENTRY FORMS TO MALCOLM MACFARLANE.**

**Summary of fees required**

**For existing teams (no further deposit payable)**

Team Entry Fee Premier Division £420

Championship Division £365

 All teams in National Divisions £190

Computer Ranking Scheme Levy £40 per team

Player Registration Fee Premier players £55 All other players £32
(per player)

Venue Surcharge per team (with the exception of Premier Division Teams) £155

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Summary:- 4 players for Premier team = £680 plus each additional player @ £55
Summary:- 4 players for Championship team = £688 plus each additional player @ £32
Summary:- 4 players for National teams = £513 plus each additional player @ £32

**For new teams, as above, plus**

Team Deposit 1st Team £178 Other Team(s) £122

A minimum of 4 players MUST be registered together with the Team Entry Form.

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**PAYMENT DETAILS**

**Please complete below**

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| ClubName |  |  | **For Office use only** |
| Team Name(s) i.e.1, 2 etc. |  |  | **Date Received** |
|  | Method of Payment | **SBL** |
| Cheque Number | CC/DC | BACS |
| Please write chequenumber or tick CC/DC orBACS whichever is used → |  |  |  |
| **TOTAL AMOUNT PAID** | **£** |  |