

# **GUIDELINES**

## **PART ONE - INDIVIDUAL MEMBERSHIP**

### **DEFINITION**

1. Each individual wishing to become an Individual Member shall comply with the following subscription procedure: -
  - a. successfully complete and submit the prescribed membership application form to the Hon. Secretary;
  - b. pay the requisite annual membership subscription fee specified, unless otherwise exempted; and
  - c. be confirmed as a valid member by the Hon. Secretary.

### **APPLICATION PROCEDURE AND MEMBERSHIP FEE**

2. Applications for Individual Membership may be made at any time during the calendar year commencing on the membership application start date notified to members and ending 31 December of the relevant year.
3. Each individual wishing to become an Individual Member shall comply with the following subscription procedure: -
  - (a) successfully complete and submit the prescribed membership application form to the Hon. Secretary;
  - (b) pay the requisite annual membership subscription fee specified in paragraph (c) below, unless otherwise exempted; and
  - (c) be confirmed as a valid member by the Hon. Secretary.
4. The Management Committee shall use reasonable endeavours to process all membership applications within 3 months of receipt of such application. The Management Committee shall accept the applications which have complied with the membership subscription procedures and shall have the right to reject applications based on defensible reasons with supporting documentation.

5. An annual subscription fee shall be paid by all Individual Members ([see Table 1 below for details](#)).

### **TERM AND EXPIRY OF MEMBERSHIP**

6. The term of membership of Individual Members shall be from and including 1 January of each calendar year or the date of acceptance of membership application, whichever is the later, up to and including 31 December of each year.
7. The membership of each Individual Member shall automatically expire on 31 December and he/she will have to comply with the subscription procedure for the following year.
8. Any Individual Member may terminate his/her membership by giving written notice to the Hon. Secretary of his/her intention to do so, subject to the payment of arrears and other dues, and he/she shall not be entitled to any refund of subscription fees paid for the remainder of the membership term.

### **MEMBERSHIP BENEFITS**

9. All Individual Members are entitled to attend all General Meetings as observers, but they shall not be entitled to vote unless they are attending as a Club Rep representing an Ordinary Member.
10. Each member who is an individual shall be eligible to stand for office at the relevant meeting, provided that the member :-
  - (a) is 21 years and above as at 31 December of the relevant year;
  - (b) has a good track record in the cycling fraternity in Singapore; and
  - (c) does not and shall not hold any salaried positions within the Federation nor receive any compensation for his / her role as an office holder.
11. The right to compete and participate in local and international races in Singapore organized by the Federation and overseas international races organized by other organizations where a membership of the Federation is required.
12. All individual members will receive a discount of up to 20% when registering for courses, workshops and talks organised by the SCF (e.g. Commissaires', Mechanics', Coaching Courses).

## **PART TWO – LICENCE HOLDER**

### **DEFINITION**

In accordance to Part 1, “General Organisation of Cycling As A Sport,” and Chapter 1 “Licence Holders” of the UCI Cycling Regulations,

The licence is an identity document confirming that its holder undertakes to respect the (UCI) Constitution and regulations and which authorise him/her to participate in cycling events.

A licence holder may participate in a cycling event organised or supervised by the UCI, the UCI continental confederations, the UCI member federations or their affiliates.

### **KEY CONSIDERATION**

Reference: Chapter 1, 1.1.006, UCI Cycling Regulations

Before the licence is issued, the licence holder and the national federation must ensure inter alia that the licence holder is adequately insured against accidents and civil Responsibility in every country where he practices competitive cycle sport or training throughout the year for which the licence is issued.

### **SPECIAL PROVISIONS**

Reference: Chapter 1, 1.1.030, UCI Cycling Regulations

**Day Licence:** National federations may permit, under such conditions as they may determine, persons who take part in cycling events only occasionally to take part in a particular event at national level without holding a licence valid for a whole year. These conditions must include agreement to abide by the regulations of the UCI and the national federation and suitable insurance coverage for the whole day or all days of the event.

### **NOTE**

All other rules and provisions as spelt out in the “General Organisation of Cycling As A Sport,” and Chapter 1 “Licence Holders” of the UCI Cycling Regulations, remains in force.

TABLE 1 DETAILS			Membership Benefits
Category	Type	Membership Card Issued	Membership Fee (p.a.)
1	<p><b><u>Racing/Competition Licence</u></b></p> <p><b><u>UCI License (International competitive cycling)</u></b></p> <p>This licence serves a dual purpose – it grants the holder to be an individual member in the SCF and is an international racing licence meant for Continental and Pro-Continental riders, Team Managers &amp; support crew and National riders.</p>	Yes	\$200.00

1. A licence holder may participate in a cycling event organised or supervised by the UCI, the UCI continental confederations, the UCI member federations or their affiliates.
2. The holder also receives SCF Individual membership status at no additional cost.
3. Licence holders also stand to receive a discount of up to 20% when registering for courses, workshops and talks organised by the SCF (e.g. Commissaires', Mechanics', Coaching Courses).
4. All licence holders (Individual Members) are entitled to attend all General Meetings as observers, but they shall not be entitled to vote unless they are attending as a Club Rep representing an Ordinary Member.
5. Each member who is an individual shall be eligible to stand for office at the relevant meeting, provided that the member :-
  - (a) is 21 years and above as at 31 December of the relevant year;
  - (b) has a good track record in the cycling fraternity in Singapore; and
  - (c) does not and shall not hold any salaried positions within the Federation nor receive any compensation for his / her role as an office holder.

**NOTE:**  
 The onus, however, is on the licence holder to provide evidence that he/she is adequately insured against accidents and civil Responsibility in every country where he/she practices competitive cycling as a sport or training throughout the year for which the licence is issued

As for **Continental/Pro-Continental riders**, before a licence is issued by a National Federation, the rider must undergo a medical examination (i.e. personal history, family history, full physical examination, paraclinical

TABLE 1 DETAILS				Membership Benefits
Category	Type	Membership Card Issued	Membership Fee (p.a.)	
				examination, biological examinations). Reference: Article 6.3.1 (UCI Rules and Regulations)
2a	<p><b><u>Racing/Competition Licence</u></b></p> <p><b><u>National Licence (Competitive Cycling)</u></b></p> <p>This licence serves a dual purpose – it grants the holder to be an individual member in the SCF and the right to compete and participate in local and international races in Singapore organized by the Federation and overseas international races organized by other organizations where a membership of the Federation is required</p>	Yes	<p><b><u>Option A</u></b> (Without Requisite Insurance Coverage) \$ 30 + \$53.50 (insurance premium)</p> <p><b><u>Option B</u></b> (With evidence of Requisite Insurance Coverage) \$30.00</p>	<ol style="list-style-type: none"> <li>1. The right to compete and participate in local and international races in Singapore, organized, sanctioned or supported by the Federation AND overseas international races organized by other organizations where a membership of the Federation is required.</li> <li>2. The holder also receives SCF Individual membership status at no additional cost.</li> <li>3. Licence holders also stand to receive a discount of up to 20% when registering for courses, workshops and talks organised by the SCF (e.g. Commissaires', Mechanics', Coaching Courses).</li> <li>4. All licence holders (Individual Members) are entitled to attend all General Meetings as observers, but they shall not be entitled to vote unless they are attending as a Club Rep representing an Ordinary Member.</li> <li>5. Each member who is an individual shall be eligible to stand for office at the relevant meeting, provided that the member :- <ol style="list-style-type: none"> <li>(a) is 21 years and above as at 31 December of the relevant year;</li> <li>(b) has a good track record in the cycling fraternity in Singapore; and</li> <li>(c) does not and shall not hold any salaried positions within the Federation nor receive any compensation for his / her role as an office holder.</li> </ol> </li> </ol> <p><b><u>NOTE:</u></b> The licence fee includes the cost of insurance coverage against accidents and civil responsibility in Singapore where the rider practices competitive cycling as a sport or training throughout the year for which the licence is issued.</p>

TABLE 1 DETAILS				Membership Benefits
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				Alternatively, if the rider can provide evidence that he/she has his/her own insurance coverage against accidents and civil responsibility in Singapore, then the lower membership fee will apply (Option B).
2b	<p><b><u>Racing/Competition Licence</u></b></p> <p><b><u>SCF Day Licence</u></b></p> <p>This is meant for individuals who take part in cycling events only occasionally. The Day Licence will enable him/her to take part in a particular event at national level without holding a licence valid for a whole year.</p>	Yes	\$300.00	<p>The Day Licence will enable the rider to take part in a particular event at national level without holding a licence valid for a whole year.</p> <p><b>NOTE:</b> The individual must, however, abide by the regulations of the UCI and the SCF and there must be suitable insurance coverage for the whole day or all days of the event i.e. of insurance coverage against accidents and civil responsibility in Singapore. In other words, at the time of applying for a Day Licence, the individual must provide evidence that he/she is adequately insured.</p>
3	<p><b><u>SCF Individual Membership</u></b></p> <p><b><u>Recreational Cycling</u></b></p> <p>This membership serves a dual purpose – it grants the holder to be an individual member in the SCF and the right to participate in local and international recreational and community cycling events in Singapore organized by the</p>	Yes	\$30.00	<ol style="list-style-type: none"> <li>1. The right to participate in local and international recreational and community cycling events in Singapore organized by the Federation. Wherever possible, the individual member can participate without having to pay the event registration fee. The SCF will, however, have the right to limit the number of participants to ensure that the event remains safe for all concerned.</li> <li>2. Individual members also stand to receive a discount of up to 20% when registering for courses, workshops and talks organised by the SCF (e.g. Commissaires', Mechanics', Coaching Courses).</li> <li>3. All Individual Members are entitled to attend all General Meetings as observers, but they shall not be entitled to vote unless they are attending as a Club Rep representing an Ordinary Member.</li> </ol>

TABLE 1 DETAILS				Membership Benefits
Category	Type	Membership Card Issued	Membership Fee (p.a.)	
	Federation			<p>4. Each member who is an individual shall be eligible to stand for office at the relevant meeting, provided that the member :-</p> <p>(a) is 21 years and above as at 31 December of the relevant year;</p> <p>(b) has a good track record in the cycling fraternity in Singapore; and</p> <p>(c) does not and shall not hold any salaried positions within the Federation nor receive any compensation for his / her role as an office holder.</p>