



SPORTS AND RECREATION COMMISSION

CLUB, ACADEMY, AND FACILITY REGISTRATION REQUIREMENTS:

All clubs that participate in sport and recreation activities in Zimbabwe are required to register with the Sports and Recreation Commission of Zimbabwe. The SRC is the regulator of all sport and recreation activities in Zimbabwe constituted in terms of the Sports and Recreation Commission Act (Chapter 25:15). Clubs register through their respective National (Sport or Recreation) Associations (NAs) and in the absence of an NA, registration must be done with the SRC directly¹. In addition all NAs, Clubs, Local Authorities or other owners of recreational facilities are also required to register such facilities with the SRC².

Below are the registration requirements:

1. Club Registration

- a. Application letter addressed to the Director General
- b. Signed copy of Constitution of the club (plus constitution adoption meeting minutes and original meeting attendance register)
- c. Completed Form S.R.C 2 - attached (for single-code club – where there is no registered NA or for multi-code club)
- d. List of members of the club
- e. Payment of prescribed registration and licence fees

2. Academy Accreditation

- a. Application letter addressed to the Director General
- b. Signed copy of Constitution of the academy (plus constitution adoption meeting minutes and original meeting attendance register)
- c. List of members of the academy
- d. Payment of prescribed accreditation and licence fees

3. Facility Registration

- a. Application letter for registration of a facility addressed to Director General
- b. Constitutive Documents (e.g. certificate of incorporation, constitution, etc)
- c. Proof of ownership or possession of the facility e.g lease agreement
- d. Completed Form SRC 3 (attached)
- e. Description of facilities (full address, size, activities undertaken thereat)
- f. Payment of prescribed registration and licence fees

¹ See section 4 of the Sports and Recreation Commission (General) Regulations, 1995 (SI 342 of 1995)

² See section 15 of the Sports and Recreation Commission (General) Regulations, 1995 (SI 342 of 1995)

SPORTS AND RECREATION COMMISSION ACT (CHAPTER 25:15)

(Sports and Recreation Commission (General) Regulations, 1995)

APPLICATION FOR REGISTRATION BY A CLUB WITH THE COMMISSION

1. Name of club.....

2. Postal address of club.....

Telephone..... Email.....

3. Physical address of club.....

4. Location of facilities used by club.....

5. Names and addresses of office bearers stating the positions held:

i) Position:
Name:
Address:
Tel.....(Bus.) Tel.....(Home/Cell)

ii) Position:
Name:
Address:
Tel.....(Bus.) Tel.....(Home/Cell)

iii) Position:
Name:
Address:
Tel.....(Bus.) Tel.....(Home/Cell)

iv) Position:
Name:
Address:
Tel.....(Bus.) Tel.....(Home/Cell)

v) Position:
Name:
Address:
Tel.....(Bus.) Tel.....(Home/Cell)

- 6. Name and address of patron (if any).....
- 7. Details of membership fees.....
- 6. Details of Subscription fees.....
- 7. Names of members- (Please attach list with full names and contact details)

We certify that the information in this form is true and correct to the best of our knowledge and belief.

..... 1.

Date

Signature of Chairperson

..... 2.

Date

Signature of Secretary

SRC REGISTRATION AND LICENSE FEES FOR CLUBS

SER	INSTITUTION	REGISTRATION FEES (USD) (ONCE-OFF)	LICENCING FEES (USD) (ANNUAL)
1	Community sport and recreation club (rural and urban) - For both single-discipline club (where no national association exists), and multi-discipline club.	\$10	\$5
2.	Country/Sports Club		
2.1	Public	\$100	\$50
2.2	Private	\$200	\$100

SRC ACCREDITATION AND LICENSE FEES FOR ACADEMIES

SER	INSTITUTION	REGISTRATION FEES (USD)	LICENCING FEES (USD)
	Academies (Accreditation)		
1.	Single discipline Sports Academy (where no national association exists)	\$100	\$50
2.	Multi-disciplinary	\$200	\$100

SRC REGISTRATION AND LICENSE FEES FOR RECREATIONAL FACILITIES

1	PUBLIC (INCLUDING HALLS AND GYMS)		
		REGISTRATION FEES USD (ONCE OFF)	LICENSE FEES USD (ANNUAL)
1.1	5 activities and below	\$30	\$10/facility
1.2	6 to 10 activities	\$50	\$10/facility
1.3	11 activities and above	\$100	\$10/facility
2	PRIVATE (INCLUDING HALLS AND GYMS)		
		REGISTRATION FEES USD (ONCE OFF)	LICENSE FEES USD (ANNUAL)
2.1	5 activities and below	\$100	\$50
2.3	6 to 10 activities	\$150	\$80
2.3	11 activities and above	\$200	\$100

NB: Cash payments (USD or ZWL/RTGS) can be done at any SRC offices (HQ and all the 10 provinces), or through the bank – FCA or ZWL/RTGS Account. For the ZWL/RTGS payments, the prevailing auction/interbank rate at the time of payment will apply.

BANKING DETAILS

SPORTS AND RECREATION COMMISSION

CBZ BANK SAPPHIRE BRANCH

ZWL ACCOUNT # 024 205779 00042

FCA ACCOUNT # 024 205779 00062