

## PAID INSTRUCTORS PANEL SCHOOLS – Payment Instructions

Because we have been advised that EA instructors are not covered when instructing pony club members, the Pony Club Association of NSW has implemented a revised system for clubs and zones using member/s of the Paid Instructors Panel (PIP). Our association values the assistance given by those EA coaches who have been approved to be on the Paid Instructors Panel and wishes to continue this relationship. For Clubs, Zones and Instructors to be covered under the Pony Club Association of NSW insurance policies, instructors must be considered as 'employees'. Previously instructors were considered 'independent contractors'. As an 'employee' tax will be deducted from wages, superannuation payment/s made workers compensation insurance coverage for the employee and a group certificate will be issued at the end of each financial year.

The following procedure has been adopted from Tuesday 1<sup>st</sup> April 2003.

1. Clubs/Zones will contact the PIP member as to availability, costs for conducting a school and book the PIP if appropriate.
2. The clubs/zones will contact the PCANSW state office to advise of the booking and the costs associated for the school. The club/zone will be forward prepayment including GST (which is paid to the ATO not the PIP) for the PIP member to the PCANSW state office **no later than fourteen days prior to the school being held**, including breakdown of the payment on the PIP Booking Form.
3. Immediately after the completion of the school, (or its cancellation if appropriate) the club/zone will contact the state office to advise of the school being held or otherwise.
4. After receiving confirmation of the school being held the Association will issue payment to the PIP member. Coaching fees are taxed according to the advice given to the PCANSW state office.
5. At the end of the financial year the instructor will receive a group certificate from the Pony Club Association.

The Association realises the inconvenience this may cause for instructors, clubs and zones. However to ensure that each of the parties involved with any school is covered under the Association insurance policies, the above system must be adopted. Any club/zone or PIP member not following the above system may jeopardize their insurance coverage and position on the Panel in the event of a claim being made.

### PIP BOOKING FORM

CLUB/ZONE: \_\_\_\_\_

DATE/S OF SCHOOL: \_\_\_\_\_

NAME OF INSTRUCTOR: \_\_\_\_\_

COACHES DAILY FEE: \$ \_\_\_\_\_

GST (this amount is paid: \$ \_\_\_\_\_  
by the club and goes directly to the ATO not the instructor

TRAVEL FEE: \$ \_\_\_\_\_

Cheque must include the travel fee  
unless the club/zone is applying for a Travel Grant

TOTAL: \$ \_\_\_\_\_

Payment and booking form to be submitted to the PCA State Office – PO BOX 2085 Wollongong NSW 2500, fourteen days prior to the school being held.

**PAID INSTRUCTORS PANEL as at 20 JULY 2017**

Payments for schools with members of the Paid Instructors Panel must be sent in fourteen (14) days prior to the school being held to the PCA Office together with a booking cover sheet. Only those listed below are covered by PCA insurance when being paid to give instruction at Pony Club

**Ms Tallara Barwick**  
2 Stewars Lane  
WILBERFORCE NSW 2756  
  
Mob: 0409 609 256  
Eml: tallarabarwick@hotmail.com  
Discipline: DR, Eventing SJ

**Ms Nicole Chipperfield**  
4 Krystyuna Ave  
WINDELLA DOWNS NSW 2320  
Ph: 02 4930 9173  
Mob: 0419 617 648  
  
Eml: nicchip73@hotmail.com  
Discipline: General

**Ms Anna Fullarton**  
P O Box 76  
WEE WAA NSW 2388  
Ph: 02 6796 2686  
Mob: 0408 231 306  
Eml: annafularton@hotmail.com  
Discipline: Dressage

**Ms Gina Haddad**  
P O Box 67  
MILTON NSW 2538  
  
Mob: 0407 111 955  
Eml: aghaddad@bigpond.net.au  
  
Discipline: Eventing & General

**Mrs Ann Behringer**  
PO Box 9  
MORUYA NSW 2537  
Ph: 02 4474 2421  
Mob: 0428 599 586  
Eml: gmabe@bigpond.net.au  
Discipline: Dressage

**Mr Jamie Coman**  
P O Box 146  
HASTINGS VIC 3915  
Ph: 02 4934 1885  
Mob: 0427 019 611  
  
Eml: scoman@bigpond.com

**Mr Peter Gillis**  
"Sparrows Nest" 190 Kareela Rd  
PENROSE NSW 2579  
Ph: 02 4884 4431  
Mob: 0417 268 468  
Eml: eventer@hinet.net.au  
Discipline: Eventing

**Mrs Miriam Henry**  
5 Green Crescent  
QUIRINDI NSW 2343  
Ph: 02 6747 4050  
Mob: 0427 474 060  
Eml: mkinthehills@hotmail.com  
Discipline:  
Eventing/Showjumping/Equitation

**Mrs Susan Bettington**  
PO Box 510  
SCONE NSW 2337  
Ph: 02 6545 2988  
Mob: 0438 452 988  
Eml: susanbettington@bigpond.com  
Discipline: General

**Carolyn Earl**  
1770 Nagambie-Locksley Rd  
Locksley VIC 3665  
Ph: 03 5798 5262  
Mob: 0409 985 269  
  
Eml: nissearl@hoptusnet.com.au  
Discipline: SJ, Equitation, Dressage

**Ms Fiona Gruen**  
92 Oakey Creek Farm  
OAKEY CREEK NSW 2618  
Ph: 02 6230 2464  
  
Eml: fmgruen@tpg.com.au  
Discipline: General

**Ms Christine Johnson**  
44 Nelson Rd  
NELSON NSW 2765  
Ph: 02 9679 1221  
Mob: 0412 405 079  
Eml: christine@teamj.com.au  
  
Discipline: Jumping & Eventing

**Ms Alicia Browne**  
P O Box 455  
WARRNAMBOOK VIC 3280  
  
Mob: 0407 946 760  
Eml: seraphicparkstud@hotmail.com  
Discipline: General

**Ms Jane Frankum**  
P O Box 44  
THE OAKS NSW 2570  
Ph: 02 4653 1063  
Mob: 0407 412 364  
  
Eml: espjane@bigpond.com

**Mrs Elizabeth Grenda-Young**  
Yeumburra' 321 Yeumbura Rd  
YASS NSW 2582  
Ph: 02 6227 5566  
Mob: 0418 670 143  
Eml: elizgrenda@hotmail.com  
Discipline: Showjumping

**Mr George Johnson**  
44 Nelson Rd  
NELSON NSW 2765  
Ph: 02 9679 1221  
Mob: 0431 212 661  
Eml: georgejohnson8285@hotmail.com  
  
Discipline: Jumping

**Mr David Cameron**  
2 Stewarts Lane  
WILBERFORCE NSW 2756  
  
Mob: 0409 609 256  
Eml: davidcameron7@hotmail.com  
Discipline:

**Ms Shaun France**  
2 Blackhil Rd  
BLACKHILL NSW 2322  
Ph: 02 4966 3331  
Mob: 0407 200 907  
Eml:shaun@huntermalleyquestrianc  
entre.com.au  
Discipline: Dressage

**Mr Andrew Haddad**  
P O Box 67  
MILTON NSW 2538  
  
Mob: 0427 923 950  
Eml: aghaddad@bigpond.net.au  
Discipline: Event/Dress/Showjump

**Mrs Erica Kelly**  
"Scotia" Gulf Creek Rd  
COBBADAH NSW 2347  
Ph: 02 6783 2221  
Mob: 0429 380 107  
Eml: ericamjordan@hotmail.com  
  
Discipline: SJ & Eventing

**Ms Bettina Lathwell**  
482 Grono Farm Road  
WILBERFORCE NSW 2756

Mob: 0438 875 762  
Eml: bettinalathwell@hotmail.com  
Discipline: General & SJ

**Mr Trevor Morris**  
P O Box 3380  
MANUKA ACT 2603

Mob: 0418 979 108  
Eml: georgiaandtrevormorris@gmail.com  
Discipline: Showjumping

**Peter Shaw**  
511 Wisemans Ferry Road  
SOMERSBY NSW 2250

Mob: 0401 054 372  
Eml: peter.a.shaw@hotmail.com  
Discipline: Dressage/General

**Ms Sarah Venamore**  
P O Box 175  
YANCO NSW 2703  
Mob: 0417 419 229  
Eml: sarah@venamore.net  
Discipline: Dressage & Vaulting

**Mrs Christine Lucas**  
P O Box 513  
TUMUT NSW 2720  
Ph: 02 6947 5366  
Mob: 0409 475 282  
Eml: chlucas@tpg.com.au  
Discipline: Showjumping

**Mr Ben Netterfield**  
10 Macfaul Place  
STIRLING ACT 2611  
Mob: 0413 459 258  
Eml: bnetterfield@me.com  
Discipline: Equitation/Showjump

**Ms Tara Sheridan**  
795 Glen Martin Raod  
CLARENCE TOWN NSW 2321  
Mob: 0447 307 518  
Eml: tara@viewsequestrian.com.au  
Discipline: Dressage, X Country, SJ

**Ms Jenelle Waters**  
7R Bellgravia Heights Rd  
DUBBO NSW 2830  
Ph: 02 6887 3842  
Mob: 0427 253 323  
Discipline: Showjumping

**Mr Sam Lyle**  
2990 Canyonleigh Road  
CANYONLEIGH NSW 2577  
Mob: 0412 613 625  
Eml: lyle\_sam@hotmail.com  
Discipline: Eventing

**Annyka Overton**  
122 Moona Plains Rd  
WALCHA NSW 2354  
Ph: 02 6777 2817  
Mob: 0428 772 817  
Eml: annykatony@bigpond.com  
Discipline: General

**Ms Kaye Spence**  
PO BOX 410  
HALL NSW 2618  
Mob: 0403 073 967  
Eml: mandkspence@bigpond.com  
Discipline: Dressage

**Mrs Jennifer Woods**  
326 Scenic Drive  
CUDAL NSW 2864  
Mob: 0400 524 511  
Eml: jennifermitchell@gmail.com  
Discipline: Equitation, Showjump

**Ms Alyssa Mathers**  
585B Princes Hwy  
JASPERS BRUSH NSW 2535  
Ph: 02 4448 6066  
Mob: 0411 061 350  
Eml: lyshmathers@gmail.com  
Discipline: Showjumping

**Ms Brianna Peet**  
Lot 8 Boorooma St  
WAGGA WAGGA NSW 2650  
Ph: 02 6933 1147  
Mob: 0413 426 692  
Eml: bgp@hotmail.com.au  
Discipline: General

**Ms Sharmayne Spencer**  
173 Moonbi Common Rd  
MOONBI NSW 2353  
Ph: 02 6760 5554  
Mob: 0414 577 273  
Eml: info@heritagehillequine.com.au

**Belinda McMahon (Lloyd)**  
P O Box 102  
LADYSMITH NSW 2652  
Mob: 0478 030 138  
Eml: belindalloyd@live.com  
Discipline: Showjumping

**Leigh Scott**  
27 Hinds Lane  
SAWYERS GULLY NSW 2326  
Mob: 0418 445 324  
Eml: minorca.equestrian@yahoo.com.au  
Discipline: Dressage/Showjumping

**Mr Deborah Stewart**  
170 Boundary Rd  
GLOSSODIA NSW 2756  
Eml: glosslands@live.com.au  
Discipline:  
Discipline: Eventing