

SAGF



SOUTH AFRICAN GYMNASTICS FEDERATION

20 June 2008

RE: POLICY FOR ORDERING MERCHANDISING FROM SAGF

Dear All

Please note that up to now there have been some people not following the correct procedure to ordering merchandising from SAGF.

The Order forms have been updated and changed and only those new order forms that appear on the website are valid. If there is no order form, then no orders can take place.

Please note that the procedure for ordering merchandising will become stricter. Please comply with the following procedures:

1. Only the **Regional Secretary, Program Manager or SAGF staff** can order merchandising from SAGF as a Debtor (unless a specific arrangement with SAGF has been made)
2. Before an order will be processed, an order form must be completed in full – this especially includes the **ordering person's name** and the **stamp of the Region or the Program Manager's signature**. No order will be processed before this form is completed correctly.
3. Please plan better for your ordering of manuals, cds and dvds. There have been way too many orders placed at the last minute, and if there is no stock in the office, then it is impossible to supply you with merchandising in time. Please also note that the better you plan, the less postage will cost you.

For any queries or concerns, please email anne@sagf.co.za or telephone 021 6714 818.

Yours in Sport,

Anne Cameron Smith
Manager
SAGF



Tumbling



Artistic Men



Rhythmic



Aerobic



Trampoline



Artistic Women



Gym for All



Acrobatic



Acrobatic Dance