**1. Definitions**

**(1)** In this constitution:

Director-General means the Director-General of the Department of Services, Technology and Administration.

Ordinary committee member means a member

of the committee who is not an office-bearer of the association.

**secretary** means:

* 1. the person holding office under this constitution as secretary of the association, or
  2. if no such person holds that office - the public officer of the association.

**special general meeting** means a general meetingof the association other than an annual general

meeting. Special general meetings can be held virtually,

via internet, where the committee determines it most appropriate. **the Act** means the Associations Incorporation Act

2009.

**the Regulation** means the Associations IncorporationRegulation 2010.

1. In this constitution:
   1. a reference to a function includes a reference to a

power, authority and duty, and

**(b)** a reference to the exercise of a function includes,if the function is a duty, a reference to the performance of the duty.

1. The provisions of the Interpretation Act 1987 apply to and in respect of this constitution in the same manner as those provisions would so apply if this constitution were an instrument made under the Act.
2. ‘In writing’ includes information sent by electronic means.
3. ‘Signed’ can mean signed on paper or by electronic means acceptable to the committee.

**Part 2 – Objectives of the Association**

With respect to Bitcoin and related technologies:

**1. The Bitcoin Community:**

We aim to help people exchange resources and ideas, and to build engagement, fellowship, knowledge and wealth.

We aim to develop relationships with other organisations who have similar aims.

**2. The Bitcoin Brand:**

By working on and assisting in the funding and development of Bitcoin infrastructure we aim to make Bitcoin more respected, trusted and useful to people in Australia and worldwide.

**3. Bitcoin Protection:**

We aim to maintain, improve and legally protect the integrity of the protocol(s) and the reputation of Bitcoin.

**4. Bitcoin Promotion:**

We aim to educate the general public, business and institutions about Bitcoin.

We will speak publicly on behalf of the community.

**Part 3 – Membership**

**1. Membership generally**

1. A person is eligible to be a member of the association if the person is:
   1. a natural person and citizen or permanent resident of the Commonwealth of Australia. or
   2. a legal entity according to laws of the Commonwealth of Australia or any of its states.
2. A person is taken to be a member of the association if:
   1. the person is a natural person or legal entity, and
   2. the person or entity was:
      1. in the case of an unincorporated body that is registered as the association - a member of that unincorporated body immediately before the registration of the association, or
      2. in the case of an association that is amalgamated to form the relevant association - a member of that other association immediately before the amalgamation, or
      3. in the case of a registrable corporation that is registered as an association - a member of the registrable corporation immediately before that entity was registered as an association.
3. A person is taken to be a member of the association if

the person was one of the individuals on whose behalf an application for registration of the association under section 6 (1) (a) of the Act was made.

**2. Application for membership**

1. Application for membership of the association:
   1. is available to all natural persons and legal entities that are:
      1. in the case of natural persons, a resident or citizen of the Commonwealth of Australia.
      2. in the case of legal entities, incorporated or registered according to the appropriate Australian state or Federal legislation.
   2. must be made through the online portal of the

Bitcoin Association of Australia or such other means as the committee decides.

(c) must be accompanied by the membership payment appropriate to the membership class under the fee structure of the Association.

**(2)** As soon as practicable after the application is approved or rejected,

the secretary must: notify the nominee, in writing that the application has been approved or rejected (whichever is applicable).

**(3)** Oncemembership is approved, the secretary must enter or cause to be entered the nominee’sname in the register of members and, on the name being so entered, the nominee becomes a member of the association.

**3. Membership classes**

Membership of the association is open to six classes, being;

**(1) Individual**

Natural persons with an interest in Bitcoin or related technologies

**(2) Industry**

Legal entities who currently use Bitcoin or related technologies or have the intention of using Bitcoin or related technologies

1. **Affiliate** 
   1. Government departments or educational institutions
   2. Legal entities who do not use Bitcoin or related technologies but who supply services to our

members

* 1. Legal entities interested to learn about Bitcoin or share information with the Bitcoin community

1. **Student**

Registered full-time or part-time students at a tertiary institution or Registered Training Organisation. They shall not be entitled to vote at any general or special meeting or nominate for office. This membership is restricted to annual subscription.

**(5) Special**

A class of Members created by resolution of the Committee that cannot last beyond 12 months. The resolution shall specify the reason for the Special Class and the rights and responsibilities of those Members as well as membership fees, if any.

**(6) Temporary**

A guest of the Association participating in an Association event or program. That person shall not be required to pay a membership fee. They shall not be entitled to vote at any general or special meeting or nominate for office.

Temporary Members shall provide their full name and, residential address or valid

email address and a register shall be kept. Temporary Membership shall terminate at the completion of the event or program and can be withdrawn by the Committee without reason or warning.

**4. Cessation of membership**

A person or legal entity ceases to be a member of the association if the person:

1. dies, or
2. resigns membership, or
3. is expelled from the association, or
4. fails to pay the annual membership fee within 3 weeks of the fee being due.

**5. Membership entitlements not transferable**

A right, privilege or obligation which a person has by reason of being a member of the association:

* 1. is not capable of being transferred or transmitted to another person or legal entity, and
  2. terminates on cessation of the person’s membership.

1. **Resignation of membership** 
   1. A member of the association may resign from membership of the association by first giving to the secretary written notice of at least 1 month (or such other period as the committee may determine) of the member’s intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
   2. If a member of the association ceases to be a member under subclause (1), and in every other case where a member ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.
2. **Register of members** 
   1. The public officer of the association must establish and maintain a register of members of the association specifying the name, residential and email address

of each person who is a member of the association together with the date on which the person became a member.

* 1. A list of membership names must be available online or upon request.
  2. If a member requests that any information contained

on the register about the member not be available for inspection, that information must not be made available for inspection.

**(4)** A member must not use information about a personobtained from the register to contact or send material

to the person, other than for:

1. the purposes of sending the person a notice in respect of a meeting or other event relating to the association or other material relating to the association, or
2. any other purpose necessary to comply with a requirement of the Act or the Regulation.

**8. Fees and subscriptions**

All fees and subscriptions are to be published in a schedule to be made available online through the association’s main website or other such means

as the committee may decide.

**9. Members’ liabilities**

The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the costs, charges and expenses of the winding up of the association is limited to the amount, if any, unpaid by the member in respect of membership of the association.

1. **Resolution of disputes** 
   1. A dispute between a member and another member (in their capacity as members) of the association, or

a dispute between a member or members and the association, are to be referred to a community justice centre for mediation under the Community Justice Centres Act 1983

* 1. If a dispute is not resolved by mediation within 3 months of the referral to a community justice centre, the dispute is to be referred to arbitration.
  2. The Commercial Arbitration Act 1984 applies to any such dispute referred to arbitration.

1. **Disciplining of members** 
   1. A complaint may be made to the committee by any person that a member of the association:

(a**)** has refused or neglected to comply with a provision or provisions of this constitution, or

(b**)** has wilfully acted in a manner prejudicial to the interests of the association.

* 1. The committee may refuse to deal with a complaint if

it considers the complaint to be trivial or vexatious in nature.

**(3)** If the committee decides to deal with the complaint, thecommittee:

1. must cause notice of the complaint to be served on the member concerned, and
2. must give the member at least 14 days from the

time the notice is served within which to make submissions to the committee in connection with the complaint, and

**(c)** must take into consideration any submissions madeby the member in connection with the complaint.

* 1. The committee may, by resolution, expel the member from the association or suspend the member from membership of the association if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged

in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.

* 1. If the committee expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the committee for having taken that action and of the member’s right of appeal under clause 13.
  2. The expulsion or suspension does not take effect:
     1. until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
     2. if within that period the member exercises the right of appeal, unless and until the association confirms the resolution under clause 13, whichever is the latter.

1. **Right of appeal of disciplined member** 
   1. A member may appeal to the association against a resolution of the committee under clause 12, within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
   2. The notice must be accompanied by a written statement of appeal, stating the grounds and full argument on which the member intends to rely for the purposes of the appeal.
   3. On receipt of a notice from a member under sub-clause

(1), the secretary must notify the committee which is to make available this written appeal to all members, within 28 days of the date on which the secretary received the notice.

1. Within 28 days of the notification the members shall vote to by secret ballot on the question of whether the resolution should be confirmed or revoked. Such votes may be done virtually if the committee so decides.
2. The appeal is to be determined by a simple majority of

votes cast by members of the association.

**Part 4 – The committee**

**13. Powers of the committee**

Subject to the Act, the Regulation and this constitution and to any resolution passed by the association in general meeting, the committee:

1. is to control and manage the affairs of the association, and
2. may exercise all such functions as may be exercised by the association, other than those functions that

are required by this constitution to be exercised by a general meeting of members of the association, and

1. has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association.
2. **Composition and membership of committee** 
   1. The committee is to consist of:
      1. the office-bearers of the association, and
      2. at least one ordinary committee members, each of whom is to be elected at the annual general meeting of the association under clause 16.
   2. The total number of committee members is to be not less than five (5) and not more than nine (9).
   3. The office-bearers of the association are as follows:
      1. the president,
      2. the vice-president,
      3. the treasurer,
      4. the secretary.
   4. A committee member may hold up to two offices (other than both the president and vice-president offices).
   5. Each member of the committee is, subject to this constitution, to hold office until the conclusion of the second annual general meeting following the date of the member’s election, but is eligible for re-election.
3. **Election of committee members** 
   1. Nominations of candidates for election as office-bearers of the association or as ordinary committee members:
      1. must be made in writing, signed by two members of the association and include the written

consent of the candidate and

* + 1. must be delivered to the secretary of the association at least 21 days before the date fixed for the holding

of the annual general meeting at which the election is to take place.

* 1. Before nominations are called, the committee shall determine the number of vacancies to be filled, subject to clause 16(2). In the absence of a determination, the number of vacancies shall be the

maximum permissable in clause 16(2).

* 1. If insufficient nominations are received to fill the vacancies on the committee, the candidates nominated are taken to be elected and further nominations can

be received at the annual general meeting.

* 1. If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
  2. If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
  3. If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
  4. Dependant on the number of nominations received, and pursuant to previous clauses in this section,

the ballot for the election of office-bearers and ordinary committee members of the committee can be conducted prior to or at the annual general meeting in such manner as the committee may direct, including by electronic means.

* 1. A person nominated as a candidate for election as an office-bearer or as an ordinary committee member of the association must be a member of the association.

1. **Secretary** 
   1. The secretary of the association must, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.
   2. It is the duty of the secretary to keep minutes of:
      1. all appointments of office-bearers and members of the committee, and
      2. the names of members of the committee present at a committee meeting or a general meeting, and
      3. all proceedings at committee meetings and general meetings.
   3. Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.
   4. The secretary has principal responsibility for communications with stakeholders, government and institutions.
2. **Treasurer**

It is the duty of the treasurer of the association to ensure:

1. that all money due to the association is collected and received and that all payments authorised by the association are made, and
2. that correct books and accounts are kept showing the financial affairs of the association, including full details

of all receipts and expenditure connected with the activities of the association.

1. **Casual vacancies** 
   1. In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the association to fill the vacancy and the member so appointed is to hold office, subject to this constitution, until the conclusion of the annual general meeting next following the date of the appointment.
   2. A casual vacancy in the office of a member of the committee occurs if the member:
      1. dies, or
      2. ceases to be a member of the association, or
      3. becomes an insolvent under administration within the meaning of the Corporations Act 2001 of the Commonwealth, or
      4. resigns office by notice in writing given to the secretary, or
      5. is removed from office under clause 20, or
      6. becomes a mentally incapacitated person, or
      7. is absent without the consent of the committee from three consecutive meetings of the committee, or
      8. is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months, or
      9. is prohibited from being a director of a company under Part 2D.6 (Disqualification from managing corporations) of the Corporations Act 2001 of the Commonwealth.
2. **Removal of committee members** 
   1. The association in a general meeting may by resolution remove any member of the committee from the office

of member before the expiration of the member’s term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.

* 1. If a member of the committee to whom a proposed resolution referred to in sub-clause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send a copy of the representations to each member of the

association or, if the representations are not so sent, the

member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

1. **Committee meetings and quorum** 
   1. The committee must meet at least three times in each period of 12 months at such place and time as the

committee may determine. Such meetings may be held virtually.

* 1. Additional meetings of the committee may be convened

by the president or by any member of the committee. Such meetings may be held virtually.

* 1. Oral or written notice of a meeting of the committee must be given by the secretary to each member of the committee at least 24 hours (or such other period as may be unanimously agreed on by the members of the committee) before the time appointed for the holding of the meeting.
  2. Notice of a meeting given under subclause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
  3. Any three members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
  4. No business is to be transacted by the committee unless a quorum is present and if, within half an hour of the

time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.

* 1. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
  2. At a meeting of the committee:
     1. the president or, in the president’s absence, the vice-president is to preside, or
     2. if the president and the vice-president are absent or unwilling to act, such one of the remaining members

of the committee as may be chosen by a majority of the members present at the meeting is to preside.

1. **Delegation by committee to sub-committee** 
   1. The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the association as the committee thinks

fit) the exercise of such of the functions of the committee as are specified in the instrument, other than:

* + 1. this power of delegation, and

**(b)** a function which is a duty imposed on the committeeby the Act or by any other law.

* 1. A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
  2. A delegation under this clause may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
  3. Despite any delegation under this clause, the committee may continue to exercise any function delegated.
  4. Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this clause has the same force and effect as it would have if it had been done or suffered by the committee.
  5. The committee may, by instrument in writing, revoke wholly or in part any delegation under this clause.
  6. A sub-committee may meet and adjourn as it thinks proper.

1. **Voting and decisions** 
   1. Questions arising at a meeting of the committee or of any sub-committee appointed by the committee are to be determined by a majority of the votes of members

of the committee or sub-committee present at the meeting.

* 1. Each member present at a meeting of the committee

or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

1. Subject to clause 20 (5), the committee may act despite any vacancy on the committee.
2. Any act or thing done or suffered, or purporting to

have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

**Part 4 – General meetings**

1. **Annual general meetings - holding of** 
   1. The association must hold its first annual general meeting within 18 months after its registration under the Act.
   2. The association must hold its annual general meetings:
      1. within 6 months after the close of the association’s financial year, or
      2. within such later time as may be allowed by the Director-General or prescribed by the Regulation.
2. **Annual general meetings - calling of and business** 
   1. The annual general meeting of the association is,

subject to the Act and to clause 21, to be convened on such date and at such place and time as the committee thinks fit.

1. In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
   1. to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,
   2. to receive from the committee reports on the activities of the association during the last preceding financial year,
   3. to elect office-bearers of the association and ordinary committee members, if it is the appropriate time under clause 13, subsection 5.
   4. to receive and consider any financial statement or report required to be submitted to members under the Act.
2. An annual general meeting must be specified as such in

the notice convening it.

1. **Special general meetings - calling of** 
   1. The committee may, whenever it thinks fit, convene a special general meeting of the association.
   2. The committee must, on the requisition in writing of at least 5 per cent of the total number of members, convene a special general meeting of the association.
   3. A requisition of members for a special general meeting:
      1. must state the purpose or purposes of the meeting, and
      2. must be signed by the members making the requisition, and
      3. must be lodged with the secretary, and
      4. may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
   4. If the committee fails to convene a special general meeting to be held within 1 month after that date

on which a requisition of members for the meeting is lodged with the secretary, any one or more of the

members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.

* 1. A special general meeting convened by a member or members as referred to in subclause (4) must be

convened as nearly as is practicable in the same manner as general meetings are convened by the committee.

1. **Notice** 
   1. Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
   2. If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying,

in addition to the matter required under subclause (1), the intention to propose the resolution as a special resolution.

* 1. No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under clause 24 (2).
  2. A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

1. **Quorum for general meetings** 
   1. No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.
   2. Five members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
   3. If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
      1. if convened on the requisition of members, is to be

dissolved, and

**(b)** in any other case, is to stand adjourned to the sameday in the following week at the same time and

(unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.

* 1. If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least three) are to constitute a quorum.

1. **Presiding member** 
   1. The president or, in the president’s absence, the vice-president, is to preside as chairperson at each general meeting of the association.
   2. If the president and the vice-president are absent or unwilling to act, the members present must elect, by majority, one of their number to preside as chairperson at the meeting.
2. **Adjournment** 
   1. The chairperson of a general meeting at which a

quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

* 1. If a general meeting is adjourned for 14 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
  2. Except as provided in subclauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not

required to be given.

1. **Making of decisions** 
   1. A question arising at a general meeting of the association is to be determined by either:
      1. a show of hands, or
      2. if on the motion of the chairperson or if 5 or more members present at the meeting decide that the question should be determined by a ballot -

a written ballot. or

* + 1. A vote by electronic or virtual means.
  1. If the question is to be determined by a show of hands,

a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the

association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

**(3)** If the question is to be determined by a written ballot,electronic or virtual means, the ballot is to be conducted in accordance with the directions of the chairperson.

**31. Special resolutions**

A special resolution may only be passed by the association in accordance with section 39 of the Act.

1. **Voting** 
   1. On any question arising at a general meeting of the association a member has one vote only.
   2. In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
   3. A member is not entitled to vote at any general meeting of the association unless all money due and payable by the member to the association has been paid.
   4. A member is not entitled to vote at any general meeting of the association if the member is under 18 years of

age.

1. **Proxy votes are permitted**

Proxy voting may be undertaken at or in respect of a general meeting, by electronic or virtual means.

1. **Postal, electronic or virtual ballots** 
   1. The association may hold a postal, electronic or virtual ballot to determine any issue or proposal (other than an appeal under clause 11).

**Part 5 – Miscellaneous**

**35. Insurance**

The association may effect and maintain insurance.

1. **Funds - source** 
   1. The funds of the association are to be derived from entrance fees and annual subscriptions of members, donations and, such other sources as the committee determines.
   2. All money received by the association must be

deposited as soon as practicable and without deduction

to the credit of the association’s bank, Bitcoin Wallet or other authorised deposit-taking institution account.

1. *(PROPOSED) All money received by the association must:* 
   1. *in the case of money being received in government issued currency, be*

*deposited as soon as practicable and without deduction to the credit of the association’s bank or other authorised deposit-taking institution account, or*

***(b)*** *in the case of money being received in Bitcoin denominated form, must be securely**safeguarded within the Bitcoin storage requirements of the association’s security section of its policy.*

(3) The association must, as soon as practicable after

receiving any government issued currency, issue an appropriate receipt.

1. **Funds - management** 
   1. Subject to any resolution passed by the association in general meeting, the funds of the association are to be used in pursuance of the objects of the association in such manner as the committee determines.
   2. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by

any two members of the committee or employees of the association, being members or employees authorised to do so by the committee.

* 1. Bitcoin payments must be signed by at least

two committee members.

**38. Change of name, objects and constitution**

An application to the Director-General for registration of a change in the association’s name, objects or constitution in accordance with section 10 of the Act is to be made by the public officer or a committee member.

**39. Custody of books etc**

Except as otherwise provided by this constitution, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the association.

1. **Inspection of books etc** 
   1. The following documents must be open to inspection, free of charge, by a member of the association at any reasonable hour:
      1. records, books and other financial documents of the association,
      2. this constitution,
      3. minutes of all committee meetings and general meetings of the association.
   2. A member of the association may obtain a copy of

any of the documents referred to in subclause (1) on

payment of a fee of not more than $1 for each page copied.

1. **Service of notices** 
   1. For the purpose of this constitution, a notice may be served on or given to a person:
      1. by delivering it to the person personally, or
      2. by sending it by pre-paid post to the address of the person, or
      3. by sending it by some other form of electronic transmission to an address specified by the person for giving or serving the notice.
   2. For the purpose of this constitution, a notice is taken,

unless the contrary is proved, to have been given or served:

1. in the case of a notice given or served personally, on the date on which it is received by the addressee,

and

1. in the case of a notice sent by pre-paid post, on

the date when it would have been delivered in the ordinary course of post, and

**(c)** in the case of a notice sent by electronic transmission,on the date it was sent or, if the machine from

which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

1. **Financial year**

The financial year of the association is:

1. the period of time commencing on the date of incorporation of the association and ending on the following 30 June, and
2. each period of 12 months after the expiration of the previous financial year of the association, commencing on 1 July and ending on the following 30 June.

Note: Schedule 1 of the Act provides that an association’s constitution is to address the association’s financial year.

1. **Non-profit clause**

The assets and income of the organization shall be applied solely in furtherance of its above mentioned

objects and no portion shall be distributed directly to the members of the organization except as bona fide compensation for services rendered or expenses incurred on behalf of the organization.

1. **Dissolution Clause**

In the event of the organization being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members.

A non-profit organisation can still make a profit, but this profit must be used to carry out its purposes and must not be distributed to owners, members or other private people.

Appendix 1 (Clause 3 (1))

**APPLICATION FOR MEMBERSHIP OF ASSOCIATION**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[name of association]

Incorporated (incorporated under the Associations Incorporation Act 2009)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[full name of applicant]

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[address]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[occupation]

hereby apply to become a member of the above named incorporated association. In the event of my admission as a member, I agree to be bound by the constitution of the association for the time being in force.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of applicant Date:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[full name]

a member of the association, nominate the applicant for membership of the association.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of proposer Date:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[full name]

a member of the association, second the nomination of the applicant for membership of the association.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of seconder Date: