



# **HỘI THÂN HỮU CAO NIÊN VIỆT NAM NSW**

## ***NSW Vietnamese Elderly Friendship Association Inc.***

(CFN10547) ABN 82 628 211 640

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**Website:** [www.hoicaoniennsw.net](http://www.hoicaoniennsw.net)

**Bus.Hours:** 9:30 am to 2:00 pm (Monday to Friday)

## **MUTUAL FUND BY-LAWS**

### **1. Membership requirements**

A person who meets the following requirements is eligible for the association's mutual fund membership:

- a) -Be an Australian citizen or hold an Australian permanent residency visa.
- b) -Be 45 years of age or over.
- c) -Have to apply and sign at the association office with one of the following documents:
  - Australian citizen evidence papers (Certificate of Citizenship, Passport, Pension card). Their copies must be certified by a Justice of the Peace (JP).
- d) Pay fees:
  - \$60 no-refund adherence fee for a new member.
  - \$12 yearly membership fee.
  - \$5 deposited to the mutual fund.
- e) Register details of their beneficiary such as name, address and contacts. The member will be issued a free member card.

### **2. Relief for a legal beneficiary of a deceased member is based on their membership length**

- a) Membership lengths and corresponding relief amounts:
  - Beyond 03 months: **\$2,200.**
  - Beyond 02 years: **\$2,700.**
  - Beyond 03 years: **\$4,500.**
  - Beyond 05 years: **\$4,800.**
  - Beyond 10 years: **\$5,300.**
  - Beyond 15 years: **\$5,500.**
  - Beyond 20 years: **\$5,800.**
  - Beyond 25 years: **\$6,300.**

- b) Members of more than 20 years of membership are exempted from the yearly membership fee payment.
- c) Anything outside the above stated regulations is invalid.

### 3. Contribution to the mutual fund

- a) Contribution amount: \$5 for each deceased member.
- b) Three ways of contributions:
  - Coming to the association office and paying in cash.
  - Transferring money to the association's bank account. Please note your membership number and your full name so the secretary can register correctly. Details of the account:
    - Bank name: **Commonwealth Bank of Australia.**
    - Account name: **NSW Vietnamese Elderly Friendship Association.**
    - Branch (BSB): **062 130**
    - Account number: **10009315.**
  - Buying a bank cheque (payee: NSW Vietnamese Elderly Friendship Association Inc.) and posting to PO Box 458 Cabramatta with your membership details such as membership number, name, DOB, address and phone number.

### 4. Reminder of members to contribute to the mutual fund

- a) **-In two years**, the association will send a first reminder letter to a member if they have not contributed the required amount to the mutual fund for 1 year. Should the association has not received any reply after 2 months of sending the 1<sup>st</sup> letter, a second is also final letter will be sent. If the association still has not heard from them they are reckoned as having withdrawn from the mutual fund contributions. However the association will request the member to come to apply for cancelling their membership. In case of member wishes their membership to be maintained, this must undergo an assessment and if successful, member contacts the association to pay due contribution amounts to the mutual fund and this will enable them to continue their benefit as before.
- b) **-Once one's membership has been cancelled for over three years**, If they want to join the mutual fund again, they must present themselves to the association for a new application. In order to void **"leaving and then rejoining the mutual fund for conveniences"**, the association has allowed it to occur one time only.
- c) **-Once a member has signed to cancel their membership**, there will be no refund of any kind to them for all the amounts that had been contributed by them to the mutual fund. Please note that member has a **six weeks cooling off** to reconsider their cancellation decision.  
After the cooling off period, should a member wish to want to rejoin the mutual fund, they must do a fresh start and this is also the last one.

## **5. Address and Beneficiary changes**

- a)** Address change: For the sake of up-to-date administration, the member or their beneficiary should contact the association as soon as possible to report their address change.
- b)** Beneficiary change: When a member wants to change their beneficiary they have to present themselves to the association to apply for the change with details of the new beneficiary.

## **6. Things a beneficiary has to know when receiving a relief from the association for their deceased relative:**

The beneficiary has to come to the association to:

- a)** Fill in a form to notify the death of the member.
- b)** Fill in a form to receive the mutual fund relief.
- c)** Show their driver's license.
- d)** Present the death certificate if the member dies in Vietnam. The certificate must be issued by local authorities of a provincial or city level.
- e)** Present a Centrelink certification confirming the member's death.
- f)** Give details of their full name on their bank account so they may not encounter difficulties when presenting the cheque to the bank.