



The Beach Club, Collaroy

Applying for a Directorship | Due 12.00pm Monday 25 June 2018

CHECKLIST

ITEM	ACTIVITY	TICK
PRE-NOMINATION INFORMATION		
Pre-Nomination Information	General Information – Role & Responsibilities	
	Monday 4 June 2018	
PRE-NOMINATION INTERVIEW		
Interview (if applicable)	Face to Face Interview	
	Police and Working with Children Checks	
	References	
CANDIDATE PROFILE INFORMATION		
Director Nomination Form	Complete all sections and sign	
Statutory Declaration Form	Read and sign	
Candidate Profile	Complete within word count	
Photo	Minimum size is passport, colour, plain clothes, recent	
Submit all in one package by the due date; 12.00pm 25 June 2018 to Returning Officer c/o General Manager, The Beach Club, Collaroy, 1058 Pittwater Road, Collaroy 2097.		

OFFICE USE ONLY			
NAME	<input type="text"/>	SIGNATURE	<input type="text"/>
RECEIVED	<input type="text" value="[Date]"/>	AT	<input type="text" value="[Time]"/>

Nomination Form for Directorship

To the Returning Officer, The Beach Club, Collaroy Limited.

<u>ACCEPTANCE FORM</u>	
I	
<i>(full name)</i>	_____
of	
<i>(full address)</i>	_____
Badge No.	_____
Date of Birth	_____
Place of Birth	_____
do hereby accept nomination for the position of Director and have completed the attached Statutory Declaration in that regard.	
Signature of Candidate	_____

<u>PROPOSER FORM</u>	
I	
<i>(full name)</i>	_____
of	
<i>(full address)</i>	_____
Badge No.	_____
hereby nominate	
<i>(full name)</i>	_____
For the position of	DIRECTOR
Signature or Proposer	_____
Badge No.	_____
Signature of Secunder	_____
Badge No.	_____

Statutory Declaration | Oaths Act 1900, NSW, Ninth Schedule

I _____
(full name)

of _____
(full address)

in the State of New South Wales do hereby solemnly and sincerely declare as follows:

- I am a current financial member of the Club

- I am over the age of 18 years of age

- I am the nominee for office named in the attached Nomination Form

- I meet all the necessary requirements to nominate for the position of Director as detailed in the Club’s Constitution.

- I am not an undischarged bankrupt.

- I have not executed a Deed of Arrangement under Part X of the Bankruptcy Act, the terms of which have not been fully complied with.

- I have not entered into a composition with my creditors under Part X of the Bankruptcy Act whereby a final payment has not been paid.

- I have not had a personal representative or Trustee appointed to administer my estate under the provision of any legislation relating to protected persons.

- I am not disqualified from managing a corporation under the Corporations Act.

- I am not disqualified from being a director of a registered club pursuant to any order or declaration made by the Licensing Court of New South Wales.

- I am not a key official* or former key official as those terms are defined in the Registered Clubs Act.

- I acknowledge that the principal statutes governing the duties of directors of registered clubs are: Registered Clubs Act 1976, Corporations Act 2001, Gaming Machines Act 2001 and Liquor Act 2007.

- I acknowledge that there are other pieces of legislation which may impact on my duties and responsibilities as a director. These include but are not limited to the Fair Work Act, the Work Health & Safety Act, the Anti-Discrimination Act and the Trade Practices Act.

- I will attend Mandatory Director Training as per the Registered Clubs Regulation 2013.

- I will attend other in-house training as required as required by law or as per strategic recommendations.

[the facts to be stated according to the declarant’s knowledge, belief, or information, severally]

DECLARATION

And I make this solemn declaration, as to the matter (or matters) aforesaid, according to the law in this behalf made and subject to the punishment by law provided for any wilfully false statement in any such declaration.

SUBSCRIBED AND DECLARED in
 Collaroy) _____
 the State of New South Wales this) _____
 day of) _____
 before me) _____
 [print name of authorised witness] _____

certify the following matters concerning the making of this statutory declaration by the person who made it: [**please cross out any text that does not apply*]

- 1. *I saw the face of the person OR *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
- 2. *I have known the person for at least 12 months OR *I have confirmed the person’s identity using an identification document and the document I relied on was

[describe identification document relied on]

Name and position of authorised witness** _____
 Signature of authorised witness _____
 Date _____

*Key official is defined in the Registered Clubs Act to include a range of persons including the Director-General of the Office of Liquor, Gaming and Racing (Liquor and Gaming NSW) and certain officers of Liquor and Gaming NSW, the Director of Liquor and Gaming, the Commissioner of Police, a member of the Police Senior Executive Service, a police officer who holds the position of patrol commander or higher or a member of the police service who is the subject of a written notification by the Commissioner of Police such that the person is a key official. A 'former key official' is a person who was a key official during the previous three years but is no longer a key official.

** Authorised witness - <https://www.ag.gov.au/Publications/Pages/Statutorydeclarationsignatorylist.aspx>

Candidate Profile | 2018 Biennial Election of the Board of Directors

CANDIDATE DETAILS

SURNAME _____ GIVEN NAME(S) _____

POSITION NOMINATING FOR _____

In support of my candidature:

<p>Summary: Note – boxes can be enlarged to fit in your text for any field. Please keep font to 11 point.</p>	<p>Insert photo here</p>
<p>Core Skills Areas of Specialty:</p>	
<p>Previous directorships and/or executive career:</p>	
<p>Education:</p>	