

Schedule One

Notice of Motion

Date: _____ Name of Union Body: _____

It was moved that:

Moved: _____

Seconded: _____

Note: the following section is for the Chairperson to complete

Motion number: _____

Was: carried amended not carried withdrawn
 lapsed laid on the table referred to _____

out of order

Signed: _____ (Chairperson)

Schedule Two



Proxy

I, _____ hereby apologise for my absence at the
_____ meeting of _____ (name of Union body)

to be held on _____

and give my proxy to:

1. _____
2. _____
3. _____
4. _____

This proxy instrument is:

general (*may be exercised at the discretion of the proxy holder*)

limited to the following resolution/s _____

must be exercised in the following way:

Signed: _____

Position: _____



Schedule Three

Appeal of Union Body Decision

Date: _____

Pursuant to R52.2, motion number _____ of the _____

(name of Union body) is hereby appealed.

This motion reads:

This motion was [] carried [] lost at first instance.

The appellants are:

	Name	Student No.	Position (if applicable)	Signature
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
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17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
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21.	_____	_____	_____	_____
22.	_____	_____	_____	_____

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- 43. _____
- 44. _____
- 45. _____
- 46. _____
- 47. _____
- 48. _____
- 49. _____
- 50. _____

NB: In accordance with regulation 52.2, an appeal requires:

- a) *Two of the following:*
 - i. *President,*
 - ii. *Union Secretary, and/or*
 - iii. *Treasurer, or*
- b) *One Councillor; and*
- c) *Fifty students.*

Schedule Four
University of Queensland Union: Notice of Election



Nominations are called for:

[insert positions]

Written nominations which comply with the Union's Constitution and Regulations, may be made at any time from
____ / ____ / ____ .

Nominations must be received not later than ____ / ____ / ____ , ____:____am / pm.

Nomination forms are available from Administrative Services, Contact or by telephoning or writing to the Returning Officer at the Union. The use of these forms is compulsory.

HOW TO LODGE NOMINATIONS

By Hand: _____
Postcode _____

By Post: _____
Postcode _____

By Fax: () _____

A ballot, if required, will open on ____ / ____ / ____ and close at ____ / ____ / ____ ,
____:____am/pm.

Returning Officer
____ / ____ / ____

Schedule Five

Standing Resolution on Policy



Policy Section: _____

Title: _____ (Page __ of __)

Preamble:



Schedule Six

Receipt of Nomination

____ / ____ / _____

Dear _____

In accordance with the University of Queensland Union Constitution and Regulations, I advise that your nomination for the position of:

has been received and **provisionally** accepted. This is just a receipt of your nomination and does not necessarily mean that your nomination meets the requirements. You may have already, or at a later date, receive correspondence from myself that your nomination has been rejected.

Please find attached a copy of the Election Regulations of the University of Queensland Union, which governs the conduct of elections.

Yours Sincerely,

Returning Officer

Schedule Seven

Withdrawal of Nomination

___/___/___

Dear Returning Officer,

I, _____ (*name as it appears on nomination form*), wish to inform you of my desire to withdraw from the position of _____ in the upcoming ballot.

Signed:

(signature of candidate wishing to withdraw)

Student Number: _____



Schedule Eight

Electoral Group Registration

Proposed Name of Electoral Group (up to five words):

Please provide the name and contact details for a student formally nominated as campaign manager by the candidates of this proposed electoral group (for the purposes of communication between the Returning Officer and the group):

Name: _____

Address: _____

_____ Postcode: _____

Contact Number: _____

Student Number: _____

Pursuant to R106.2, the registration of an Electoral Group requires

- i) At least seven candidates exclusive of any candidates for the positions of Councillor or Union Newspaper Editor (Semper Floreat), including at least two candidates for the positions of Turbot Street Officer, Medical Students Officer, Ipswich Campus Officer and Gatton Campus Officer, and including at least two candidates for the positions of Environment Officer, International Students Officer and Colleges Officer; and/or
- ii) At least six candidates for the position of Councillor, including at least one candidate from each of at least four faculties; and/or
- iii) At least five candidates for the position of Union Newspaper Editor (Semper Floreat)

You only require to meet one of the three requirements above, however your electoral group will only appear on the appropriate ballots for those applicable per R106.4-R106.6 pursuant to meeting the requirements. Please tick boxes above for the requirements you have met, and list the candidates below:

	name	signature	student number	candidate for
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
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39. _____
40. _____
41. _____
42. _____
43. _____
44. _____
45. _____

If the proposed names of the Electoral Group have been registered in an election during the preceding ten years, the authorisation of two of the signatories, or however the lodged Schedule Eighteen pursuant to R106.9 specifies, must be provided below:

Authorised By:

name	signature	student number	candidate for
------	-----------	----------------	---------------

1. _____
2. _____

In accordance with R106.17, a complete list of all candidates who are members of this Electoral Group must be submitted to the Returning Officer by the close of nominations, and the order in which they should appear on the ballot, if applicable.

The campaign manager, as soon as possible, shall also submit an electronic copy of an excel spreadsheet with the following information for all members of the ticket:

Surname	Given Name(s)	Enrolled Program	Student Number	Gender	Phone	Email	Candidate for
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Schedule Nine

Appeal of Returning Officer's Decision to Approve Publicity

Name of Appellant: _____

Student Number: _____

Title and Description of Publicity which is being appealed:

Name of person authorising the above publicity:

Electoral Group of person authorising the above publicity:

Grounds on which the publicity is being appealed:

(signature of appellant)

Schedule Ten

Postal Vote Application

This form is for students who wish to apply for a postal vote for the Annual Election and any referendum or by-elections that may be held throughout the year.

Name: _____

Address: _____

_____ Post Code: _____

Contact Number: () _____

Student Number: _____

Degree: _____

Faculty: _____

Status: Full Time Part Time

Gender: Male Female Intergendered

Do you wish to receive a copy of the booklet containing candidate policy statements?

Yes No

Signature*: _____

** The Returning Officer must compare the signature on this application form with the signature on the envelope that contains any postal votes to verify that the person who has voted is the student who made the application (R112.11).*



Schedule Eleven

Postal Vote Declaration

YOUR VOTE IS SECRET – The Returning Officer will discard this declaration before the envelope containing your ballot papers is opened.

Name: _____

Student No.: _____

I declare that I am the person named on this envelope:

Sign Here

Schedule Twelve

Provisional Vote Envelope Declaration

Name: _____

Student No.: _____

YOUR VOTE IS SECRET – The Returning Officer will discard this envelope before the envelope containing your ballot papers is opened.

I declare that I am eligible to vote in this election / referendum*

** cross out whichever is not applicable*

sign here

Schedule Thirteen

Scrutineer Application

I, _____, being a candidate for _____
do hereby appoint the following student as a scrutineer.

Name: _____

Student No.: _____

Signed

Schedule Fourteen

Declaration of Poll

___ / ___ / _____

Pursuant to the Constitution and Regulations of the UQ Union, I hereby declare the following election results:

[insert election results here]

Students who wish to appeal against any or all of the results declared above, should contact the Tribunal Registrar within ten academic days or three weeks, whichever is the lesser, of the date listed above on this declaration.

The Tribunal Registrar is:

name of Tribunal Registrar: _____

insert postal address: _____

insert telephone number : _____

signature of Returning Officer

name of Returning Officer

Schedule Sixteen

Expression of Interest to Affiliate a Body

Please tick category of club:

- General Faculty
 College International

The name of the club

Please tick type of club

- Subsidised Non- St Lucia campus based

The aims of the Club / Society / Association:

(minimum of three required)

Aim 1.

Aim 2.

Aim 3.

Other Aims (*optional*)

List how the club will achieve the above aim:

We the undersigned agree and support the above aims and activities.

	First name	Last name	Student No.	Signature
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____
21.	_____	_____	_____	_____
22.	_____	_____	_____	_____
23.	_____	_____	_____	_____
24.	_____	_____	_____	_____
25.	_____	_____	_____	_____
26.	_____	_____	_____	_____
27.	_____	_____	_____	_____
28.	_____	_____	_____	_____
29.	_____	_____	_____	_____
30.	_____	_____	_____	_____

- 31. _____
- 32. _____
- 33. _____
- 34. _____
- 35. _____

See R186 for minimum number of signatures required.

Contact name _____

Student number _____

Address

_____ Postcode _____

Phone number _____

Mobile number _____

Email address

Schedule Seventeen

Model Constitution- Affiliated Bodies

NAME

1. The Club/Society shall be called: _____
2. The Club/Society shall be an associated body of the University of Queensland Union in the category of (General; Faculty/Departmental; Colleges; or International).

AIM AND OBJECTIVES

3 (a) The aims of the Club/Society are:

- a) _____
- b) _____
- c) _____

3 (b) Non-Profit Clause

The assets and income of the Club/Society shall be applied solely in furtherance of its abovementioned objects and no portion shall be distributed directly or indirectly to the members of the Club/Society except as bona fide compensation for services rendered or expenses incurred on behalf of the Club/Society.

MEMBERSHIP

4. Membership is open to:

- (a) any student of the University of Queensland
- (b) any University of Queensland academic staff member
- (c) any other members of the University or wider community interested in Club/Society's activities

• The Club/Society shall have not less than

- a) thirty (30) financial members in the case of a subsidised club
- b) ten (10) financial members in the case of an non- St Lucia campus- based club

• 70% of the Club/Society's membership must be students.

• The Club/Society shall not adopt aims or objectives, which would bring it under the jurisdiction of the University of Queensland Sports Association (UQ Sport).

MEMBERSHIP FEES

5. (1) The membership fees shall be such sum, as the members shall from time to time at any general meeting so determine, but shall not be less than two (2) dollars per member per annum.

(2) The membership fees shall be payable upon joining the Club/Society.

TERMINATION OF MEMBERSHIP

6. (1) A member may resign from the Club/Society at any time by giving notice in writing to the secretary.

(2) Such resignation shall take effect at the time such notice is received by the secretary unless a later date is specified in the notice when it shall take effect on that later date.

(3) If a member –

(a) fails to comply with any of the provisions of these rules

(b) has membership fees in arrears

(c) conducts himself or herself in a manner considered to be injurious or prejudicial to the character or interests of the Club/Society, the management committee shall consider whether the member's membership shall be terminated.

(4) The member concerned shall be given a full and fair opportunity of presenting the member's case and if the management committee resolves to terminate the membership it shall instruct the secretary to advise the member in writing accordingly.

REGISTER OF MEMBERS

7. (1) The management committee shall cause a register to be kept in which shall be entered the names, student number and residential addresses of all persons admitted to membership of the Club/Society and the dates of their admission.

(2) Particulars shall also be entered into the register of resignations, terminations and reinstatement of membership and any further particulars as the management committee or the members at any general meeting may require from time to time.

(3) The register shall be open for inspection at all reasonable times by any member who previously applies to the secretary for such inspection and a copy provided for the Clubs and Societies Administration Officer each semester.

MEMBERSHIP OF MANAGEMENT COMMITTEE

8. (1) The management committee of the Club/Society shall consist of a president, secretary and treasurer, all of whom shall be members of the Club/Society, and such number of other members as the members of the Club/Society at any general meeting may from time to time elect. All the aforesaid office bearers must be members of the Union.

Membership of the management committee shall not be restricted other than by being a member of the University of Queensland Union.

(2) At the annual general meeting of the Club/Society, all the members of the management committee for the time being shall retire from office, but shall be eligible upon nomination for re-election.

(3) The election of officers and other members of the management committee shall take place in the following manner –

(a) any two (2) members of the Club/Society shall be at liberty to nominate any other member to serve as an officer or other member of the management committee

(b) the nomination, which shall be in writing and signed by the member and the member's proposer and seconder, shall be lodged with the secretary at least fourteen (14) days before the annual general meeting at which the election is to take place

(c) a list of the candidates' names in alphabetical order, with the proposers' and seconders' names, shall be posted in a conspicuous place in the office or usual place of meeting of the Club/Society for at least seven (7) days immediately preceding the annual general meeting

(d) balloting lists shall be prepared (if necessary) containing the names of the candidates in alphabetical order, and each member present at the annual general meeting shall be entitled to vote for any number of such candidates not exceeding the number of vacancies

(e) at the commencement of such meeting, nominations may be taken from the floor

(f) any informality or irregularity in the elections must be brought to the attention of the Clubs and Societies Administration Officer within fourteen (14) days of the elections

(g) in the case of a secret ballot, the assembly will select a returning officer, who shall be responsible for ensuring the orderly running elections.

RESIGNATION OR REMOVAL FROM OFFICE OF MEMBER OF MANAGEMENT COMMITTEE

9. (1) Any member of the management committee may resign from membership of the management committee at any time by giving notice in writing to the secretary but such resignation shall take effect at the time such notice is received by the secretary unless a later date is specified in the notice when it shall take effect on that later date or such member may be removed from office at a general meeting of the Club/Society where that member shall be given the opportunity to fully present the member's case.

(2) The question of removal shall be determined by a vote of 60% majority of the members present at such a general meeting and must be endorsed by the Clubs and Societies committee.

(3) There is not right of appeal against a member's removal from office under this section.

VACANCIES ON MANAGEMENT COMMITTEE

10. (1) The management committee shall have power at any time to appoint any member of the Club/Society to fill any casual vacancy on the management committee until the next annual general meeting.

(2) The continuing members of the management committee may act notwithstanding any casual vacancy in the management committee, however if their number is reduced below the number fixed as is necessary for quorum of the management committee, the continuing member or members may act for the purpose of increasing the number of members of the management committee to that number required to achieve quorum or by summoning a general meeting of the association, but for no other purpose.

FUNCTIONS OF THE MANAGEMENT COMMITTEE

11. (1) Except as otherwise provided by these rules and subject to resolutions of the members

of the Club/Society carried at any general meeting the management committee –

(a) shall have the general control and management of the administration of the affairs and funds of the Club/Society

(b) shall have authority to interpret the meaning of these rules and any matter relating to the Club/Society on which these rules are silent.

(2) The management committee may exercise all the power of the Club/Society

(a) to raise or secure the payment of money in such manner as the members of the Club/Society may think fit and secure the payment or performance of any debt, liability or other engagement incurred or to be entered into by the Club/Society in any way.

(3) The management committee will take full responsibility for all publications produced by the Club/Society or by any of its members.

MEETINGS OF MANAGEMENT COMMITTEE

12. (1) The management committee shall meet at least once every two (2) calendar months to exercise its functions.

(2) The management committee shall be called by the secretary with seven (7) days notice.

(3) The secretary and/or their nominee for the meeting must keep an accurate record of resolutions past at all management committee meeting.

(4) A special meeting of the management committee shall be convened by the Secretary on the requisition in writing signed by not less than one-third (1/3) of the members of the management committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.

(5) At every meeting of the management committee a simple majority of 50% of members plus one (1) elected and/or appointed to the management committee as at the close of the last general meeting of the members, shall constitute a quorum

(6) Subject as previously provided in this section, the management committee may meet together and regulate its proceedings as it thinks fit.

(7) However, questions arising at any meeting of the management committee shall be decided by a majority of votes and, in the case of equality of votes, the question shall be deemed to be decided in the negative.

(8) A member of the management committee shall not vote in respect of any matter in which the member is financially interested, or any matter arising thereout, and if the member does so vote the member's vote shall not be counted.

(9) Not less than fourteen (14) days notice shall be given by the secretary to members of the management committee of any special meeting of the management committee.

(10) Such notice shall clearly state the nature of the business to be discussed thereat.

(11) The president shall preside as chairperson at every meeting of the management committee, or if there is no president, or if at any meeting the president is not present within ten (10) minutes after the time appointed for holding the meeting, the vice-president shall be chairperson or if the vice-president is not present at the meeting then the members may choose one (1) of their number to be chairperson of the meeting.

(12) If within half an hour from the time appointed for the commencement of a management committee meeting a quorum is not present, the meeting, if convened upon the requisition of members of the management committee, shall lapse.

(13) In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the management committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall lapse.

DELEGATION OF POWERS OF MANAGEMENT COMMITTEE

13. (1) The management committee may delegate any of its powers to a subcommittee consisting of such members of the association as the management committee thinks fit.

(2) Any subcommittee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the management committee.

(3) A subcommittee may elect a chairperson of its meetings.

(4) If no such chairperson is elected, or if at any meeting the chairperson is not present within ten (10) minutes after the time appointed for holding the meeting, the members present may choose one (1) of their number to be chairperson of the meeting.

(5) A subcommittee may meet and adjourn, as it thinks proper.

(6) Questions arising at any meeting shall be determined by a majority of votes of the members present and, in the case of an equality of votes, the question shall be deemed to be decided in the negative.

RESOLUTIONS OF MANAGEMENT COMMITTEE WITHOUT MEETING

14. (1) A flying minute signed by all the members of the management committee shall be as valid and effectual as if it had been passed at a meeting of the management committee duly convened and held.

(2) Any such resolution may consist of several documents in like form, each signed by one (1) or more members of the management committee.

FIRST ANNUAL GENERAL MEETING

16. The first annual general meeting must be held within twelve (12) months after the day the Club/Society is fully affiliated.

SUBSEQUENT ANNUAL GENERAL MEETINGS

17. Each subsequent annual general meeting must be held –

(a) at least once each year

(b) within three (3) months after the end of the Club/Society's previous financial year.

The annual general meeting will be held in the month of () each year.

insert date

BUSINESS TO BE TRANSACTED AT ANNUAL GENERAL MEETING

18. The following business must be transacted at every annual general meeting –

(a) the receiving of the statement of income and expenditure, assets and liabilities for the last financial year prepared by the treasurer

(b) the receiving of reports from the president and the secretary

(c) the receiving of the auditor's report on the financial affairs of the Club/Society for the last financial year

(d) the presenting of the audited statement to the meeting for adoption

(e) the election of members of the management committee

(f) the appointment of an auditor who shall be the nominee of the Union for Clubs/Societies or an independent auditor who must be a member of the Institute of Chartered Accountants in Australia or the Australian Association of Accountants or a successor to either of these bodies.

(g) the minutes of the annual general meeting shall be submitted to the Clubs and Societies Administration Officer within seven (7) days of the annual general meeting.

(h) where there is a tied vote, the issue will be deemed to have resolved in the negative.

SPECIAL GENERAL MEETING

19. (1) The secretary shall convene a special general meeting by sending out notice of the meeting within fourteen (14) days of:

(a) being directed to do so by the management committee

(b) being given a requisition in writing signed by not less than one-third (1/3) of the members presently on the management committee or from ordinary members not less than double the number of members presently on the management committee plus one (1)

(c) being given a notice in writing of an intention to appeal against the decision of the management committee to reject an application for membership or to terminate the membership of any person

(d) A requisition mentioned in subsection 19 (b) shall clearly state the reasons why such special general meeting is being convened and the nature of the business to be transacted thereat.

QUORUM AT GENERAL MEETING

20. At any general meeting the number of members required to constitute a quorum shall be 15% of the membership plus one (1).

NOTICE OF GENERAL MEETING

21. (1) The secretary shall convene at least two general meetings per semester of the Club/Society by giving not less than fourteen (14) days notice of any such meeting to the members of the Club/Society.

(2) The manner by which such notice shall be given shall be determined by the management committee.

(3) Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.

PROCEDURE AT GENERAL MEETING

22. (1) Unless otherwise provided by these rules, at every general meeting –

(a) the president shall preside as chairperson, or if there is no president, or if the president is not present within fifteen (15) minutes after the time appointed for the holding of the meeting or is unwilling to act, the vice-president shall be the chairperson or if the vice-president is not present or is unwilling to act then the members present shall elect one (1) of their number to be chairperson of the meeting

(b) the chairperson shall maintain order and conduct the meeting in a proper and orderly manner

(c) every question, matter or resolution shall be decided by a majority of votes of the members present

(d) every resolution must be minuted.

ALTERATION OF RULES

23. (1) These rules may be amended or added to from time to time by a special resolution carried at any general meeting.

(2) However any amendment or addition is valid only if it is registered by the president and approved by the Clubs and Societies committee.

(3) (a) A special resolution is passed at a meeting if –

(i) of the entitled members of the Club/Society who vote in person or (if proxies are allowed) by proxy at the meeting, not less than three quarters (3/4) vote in favour of the resolution; and

- (ii) any additional requirements of the constitution relating to the passing of a special resolution have been met.
- (b) A resolution is not to be considered to have been passed as a special resolution under sub-section (2) unless not less than 21 days notice has been given in accordance with the rules to all of the entitled members of the Club/Society specifying the intention to propose the resolution as a special resolution.
- (c) At any meeting at which a special resolution is submitted, a declaration by the chairperson that the resolution has been carried is conclusive proof of the fact unless a poll is demanded.
- (d) In this section "entitled member" means a member of the Club/Society who is entitled under the rules of the association to vote.

FUNDS AND ACCOUNTS

24. (1) The funds of the Club/Society must be kept in the name of the Club/Society in the University branch of the Commonwealth Bank. The Club/Society shall operate one (1) account only.
 Exceptions to this can only occur with the specific approval of the Clubs and Societies committee.
- (2) Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Club/Society and the particulars usually shown in books of a like nature.
 - (3) All monies shall be deposited in total as soon as practicable after receipt thereof.
 - (4) All amounts shall be paid by cheque signed by any two (2) of the president, secretary, treasurer or other member authorised from time to time by the management committee and/or the Clubs and Societies Administration Officer.
 - (5) Cheques shall be crossed "not negotiable".
 - (6) The management committee shall determine the amount of petty cash which shall be kept.
 - (7) All expenditure shall be approved or ratified at a management committee meeting.
 - (8) As soon as practicable after the end of each financial year the treasurer shall cause to be prepared a statement containing the particulars of -
 - (a) the income and expenditure for the financial year just ended
 - (b) the assets and liabilities at the close of that year.
 - (9) The accounts of the Club/Society must be audited one month prior to the annual general meeting.
 - (10) The auditor must examine the statement prepared by the treasurer and present a report on it to the secretary before the next annual general meeting following the financial year for which the audit was made.
 - (11) The income and property of the Club/Society must be used solely in promoting the Club/Society's objectives and exercising the Club/Society's powers.

DISSOLUTION CLAUSE

25. In the event of the Club/Society being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to any association with similar purposes which is not carried on for the profit for gain of its individual members.

DOCUMENTS

26. The management committee shall provide for the safe custody of books, documents, instruments of title and securities of the Club/Society.

28. The financial year of the Club/Society shall close on () in each year.
insert date

This constitution is enacted on this day of 20.....

Schedule Eighteen

Registration of Electoral Group Name

This form is to be used to alter the standard protection of Electoral Group names set out in R105.4

Name of Electoral Group: _____

Conditions on future use of Electoral Group name:

Signed consent of _____ candidates part of Electoral Group

Signed consent of named person(s): _____

Other conditions: (please clearly detail below)

Signed:

Campaign Manger

Presidential Candidate

UQ UNION ANNUAL ELECTIONS 20YY



YYEX00000

EXECUTIVE BALLOT PAPER

The ballot paper must be completed by you, the voter, personally. Do not put any mark or writing on the ballot paper by which you can be identified.

This ballot paper elects all UQ Union positions except Councillors and Union Newspaper Editor (Semper Floreat). For multi-member positions, the order of candidates specified by an Electoral Group is as printed on this ballot paper.

Voting entitlements for positions which can only be elected by certain students have been marked by the polling clerk at the bottom of this ballot paper. Your above-the-line vote shall carry to all of the positions marked. Do not mark the grid.

You may vote above the thick line by placing a [1] in the box to the left of the Electoral Group to which you wish to vote for, and allocate further preferences by way of placing a [2], [3] and so on in the boxes to the left of other electoral groups;

OR

You may vote below the thick line by placing a [1] in the box to the left of the candidate to which you wish to vote for for each position, and allocate further preferences by way of placing a [2], [3] and so on in the boxes to the left of other candidates for each position.

	<input type="checkbox"/> Group Name	<input type="checkbox"/> Group Name	<input type="checkbox"/> Group Name	<input type="checkbox"/> Group Name
President	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Secretary	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Treasurer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Vice-President (Student Rights)	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Vice-President (Campus Culture)	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Vice-President (Gender and Sexuality)	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Environment Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Postgraduate Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Turbot Street Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Medical Students Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Ipswich Campus Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Gatton Campus Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
International Students Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Goorie Berrimpa Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Colleges Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Abilities Officer	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Administrative Committee (2 to be elected for 2 year terms)	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name
Gatton Board Member	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name	<input type="checkbox"/> Candidate Name

POLLING CLERK USE ONLY

TURBOT ST	IPSWICH	POSTGRAD	GOORIE BERRIMPA	ABILITIES
MEDICAL	GATTON	INTERNATIONAL	COLLEGE	

Schedule Twenty-One - Form of Nomination



Surname:

Given Name(s):

Name to appear on ballot:

Enrolled Program (i.e. BA, BSc):

Student Number: Gender: _____

Contact Details:

Postal Address:

Suburb: Postcode:

Email:

Phone:

If elected, do you wish for your address and phone number to be distributed to other councillors? [] Yes [] No
 I consent to be nominated as a candidate for the position of:

_____ (position) _____ (electoral group)

If you are sharing this nomination with another candidate or candidates, please list their names below. For positions where there are more than ten candidates, please attach a schedule of candidates.

I declare that I will accept the position if elected. I agree to comply with the Union's Constitution and Regulations in regard to this election. I understand these include provisions whereby if this form is not correctly filled out (including student numbers etc.) my nomination may be rejected.

I declare that I am eligible to run for the position I have nominated for.
 I authorise the Returning Officer to confiscate any material in contravention of the Constitution or Regulations produced by or for the benefit of myself or my electoral group (if applicable) where such material is in contravention of the Constitution or Regulations, or is defamatory and where such material is published anywhere on the University campus and I acknowledge that any costs incurred by the Returning Officer in doing so may be recovered against me as a civil debt.

_____ / ____ / _____
 (personal signature of candidate) (date)

This schedule must be completed with at least two valid nominators.

NOMINATOR

surname	given name(s)	student number	enrolled program

			personal signature of nominator

surname	given name(s)	student number	enrolled program

			personal signature of nominator

surname	given name(s)	student number	enrolled program

			personal signature of nominator

UQ UNION ANNUAL ELECTIONS 20YY

COUNCIL BALLOT PAPER



The ballot paper must be completed by you, the voter, personally. Do not put any mark or writing on the ballot paper by which you can be identified.

This ballot paper elects Councillors for your faculty.

Faculty: Faculty Name

Councillors to be Elected: 0

You may vote above the thick line by placing a [1] in the box to the left of the Electoral Group to which you wish to vote for, and allocate further preferences by way of placing a [2], [3] and so on in the boxes to the left of other electoral groups;

OR

You may vote below the thick line by placing a [1] in the box to the left of the candidate to which you wish to vote for for each position, and allocate further preferences by way of placing a [2], [3] and so on in the boxes to the left of other candidates for each position.

<input type="checkbox"/>	Group Name	<input type="checkbox"/>	Group Name	<input type="checkbox"/>	Group Name	<input type="checkbox"/>	Group Name	<input type="checkbox"/>	Group Name
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)
<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)	<input type="checkbox"/>	Candidate Name (group)

UNION NEWSPAPER EDITOR (SEMPER FLOREAT) BALLOT PAPER



The ballot paper must be completed by you, the voter, personally. Do not put any mark or writing on the ballot paper by which you can be identified.
This ballot paper elects editors for the Union Newspaper (Semper Floreat).

**To vote for a group of editors, please place a [1] in the box next to the group.
You may allocate preferences to other groups of editors by way of placing [2], [3] and so on in the
boxes next to those groups of editors.**

Group Name – Name 1 & Name 2 & Name 3 etc.

Group Name – Name 1 & Name 2 & Name 3 etc.