Branch Administration Kit 2016

Labor

Matt
Thistlethwaite

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INTRODUCTION

Dear Member,

NSW Labor is taking the fight to the Liberals and Nationals in NSW.

The commitment of volunteer Branch Officials is central to this fight.

Branch members are the greatest asset of this Party, providing the backbone of our policy making and administration.

To assist Branch Officials, the NSW Branch has prepared this Branch Administration Kit which we hope will make your job easier and less time consuming.

This Kit does not replace the Rule Book and should be read in conjunction with it when you are preparing for AGMs.

Included in this Kit are:

- A list of tasks and duties of Branch Officials;
- A guide to running AGMs;
- Frequently Asked Questions as well as other useful information for Branch Officials;
- A Contact List for Party Officials.

Attached are copies of Branch, SEC, FEC and Local Government Committee Information Sheets and Returns that should be used.

On behalf of the Party, thank you to our Branch Officials who work so hard making this the great Party that it is. I hope this Kit is of assistance. If you have any further questions please contact our our Membership Services Unit on (02) 9207 2000 or membership@nswlabor.org.au.

Kaila Murnain
General Secretary

1. NSW PARTY OFFICE CONTACTS

SWITCH:	(02) 9207 2000 / 1800 503 035
FAX:	(02) 9264 2574
EMAIL:	nswlabor@nswlabor.org.au
ADDRESS:	9th Floor, Labor Council Building, 377-383 Sussex St, Sydney
MAIL:	PO Box K408, Haymarket, NSW 1240
WEBSITE:	www.nswlabor.org.au

KAILA MURNAIN	**GENERAL SECRETARY** Tel: 9207 2000 ■ Email: nswlabor@nswlabor.org.au
PAT GARCIA	**ASSISTANT GENERAL SECRETARY** Tel: 9207 2000 ■ Email: pat@nswlabor.org.au
JOHN GRAHAM	**ASSISTANT GENERAL SECRETARY** Tel: 9207 2000 ■ Email: jg@nswlabor.org.au
JAY SUVAAL	**COUNTRY ORGANISER** Tel: 9207 2000 ■ Email: jay@nswlabor.org.au
DAVID DOBSON	**ORGANISER** Tel: 9207 2000 ■ Email: david.dobson@nswlabor.org.au
ROSE JACKSON	**ORGANISER** Tel: 9207 2000 ■ Email: rose@nswlabor.org.au
VERONICA NEWMAN (Patty Barrett – maternity leave)	**EVENTS AND BUSINESS COMMUNICATIONS DIRECTOR** Tel: 9207 2000 ■ Email: veronica@nswlabor.org.au
MAGGIE WANG	**FINANCIAL CONTROLLER** Tel: 9207 2000 ■ Email: maggie@nswlabor.org.au
SHARON CARNEY	**MEMBERSHIP OFFICER** Tel: 9207 2000 ■ Email: sharon@nswlabor.org.au
ELLYSE HARDING & NICOLE KNIBB	**MEMBERSHIP SERVICES UNIT** Tel: 9207 2000 ■ Email: membership@nswlabor.org.au
LORETTA MARCUS	**DISCLOSURE OFFICER** Tel: 9207 2000 ■ Email: loretta@nswlabor.org.au
TONY BEUK	**IT DIRECTOR** Tel: 9207 2000 ■ Email: tony@nswlabor.org.au
ZACH ALEXOPOULOS	**TARGETING DIRECTOR** Tel: 9207 2000 ■ Email: zach@nswlabor.org.au
JOE BROCKELSBY	**DIGITAL CAMPAIGN ORGANISER** Tel: 9207 2000 ■ Email: digital@nswlabor.org.au

2. PARTY UNIT TIMELINE

FEBRUARY

1. Branches set Annual General Meeting (AGM) time and date for the month of March.
2. Branches must also set a time, place and date for the close of nominations for Branch positions to be elected at AGM. A sample AGM Notice letter is attached in the Appendix.

MARCH

1. Branch Annual General Meetings take place.
2. Branch Secretaries to complete the following after AGM:

Form or Return	Send To	Due Date
Branch Information Sheet	Party Office	1 April 2016
Branch Annual Return to SEC	SEC Secretary	1 April 2016
Branch Annual Return to FEC	FEC Secretary	1 April 2016
Branch Annual Return to LGC	LGC Secretary	1 April 2016

3. SEC/FEC Secretaries to send notices for SEC/FEC AGMs to be held 15 April – 31 May.

15 APRIL – 31 MAY

1. Federal Electorate Council (FEC) AGMs take place.
2. State Electorate Council (SEC) AGMs take place.
3. Local Government Committee (LGC) AGMs take place.

Form or Return	Send To	Due Date
FEC Annual Return	Party Office	1 June 2016
FEC Information Sheet	Party Office	1 June 2016
SEC Annual Return	Party Office	1 June 2016
SEC Information Sheet	Party Office	1 June 2016
LGC Annual Return	Party Office	1 June 2016
LGC Information Sheet	Party Office	1 June 2016

JUNE

1. Party Office sends Financial Return documents to Party Units.

JULY

1. Branch, SEC, FEC, LGC and YLA Secretaries to send 2015-2016 Financial Returns to Party Office.

3. PREPARING FOR BRANCH AGMS

ANNUAL GENERAL MEETINGS

(Rule I.18, I.19)

Each year Branch, SEC, FEC and Local Government Committees must hold Annual General Meetings to elect their Officials and Delegates.

Nominations

Nominations for Branch Positions close with the Returning Officer at a time, date and place agreed to by the Branch. The procedure for nomination should be set at your February Branch meeting. Remember to set a closing time, date and place for nominations and the ballot draw.

Members must be given at least 7 days notice by circular before nominations close.

A sample AGM notice and Nomination Form is attached in the Appendix.

Positions up for election (Rule I.18)

- President
- Vice Presidents (2) (One of whom is the Senior Vice President)
- Secretary
- Treasurer
- Fundraising Officer
- Assistant Secretary
- Auditors (2)
- New Member Officer
- Branch Returning Officer
- Deputy Returning Officer
- Delegates to FEC
- Alternate Delegates to FEC
- Delegates to SEC
- Alternate Delegates to SEC

You can merge the Secretary/Treasurer and create an extra Vice President.

When determining how many Delegates to elect to FEC, SEC and LGC consult Rule G.1 and calculate your Branch Membership at 30 November 2015.

Delegate Entitlement (to SEC and FEC) (Rule G.1)

Branch Membership as at 30 November 2015	No. of Delegates
15-29	3
30-44	4
45-59	5
60-74	6

+1 for each additional 25 members or part thereof

Voting at an AGM (Rule I.19 (d))

To vote in an AGM, members must have achieved the following:

- Be fully paid up by 31 January.
- Have renewed membership of their Branch before 1 March ie, attend a meeting in December, January or February.
- Be a member of the Branch for at least 3 months before the elections.

Voting list (Rule I.19 (e-f))

Before each AGM, Party Unit Secretaries must prepare a list of members eligible to vote at the AGM. This list must be available to nominated candidates at least 7 days before the ballot.

Running for a position at the AGM (Rule I.19 (c)(i-v))

To run for a position in the AGM, members must have achieved the following:

- Be fully paid up by 31 January.
- Have renewed membership of Branch before 1 March.
- Be a member of the Branch for at least 6 months before the election.
- If there are insufficient nominations, a member may be nominated with a lesser period of membership.

4. ANNUAL RETURNS AND BRANCH INFORMATION SHEETS

Annual Returns & Branch Information Sheets must be completed by the Secretary and returned to the NSW Branch Office as soon as possible:

- Branch Information Sheet
- Branch Funds
- List of Registered Members*

They should be mailed to PO Box K408, Haymarket, NSW 1240.

Your assistance with returning these forms will help the NSW Party Office keep accurate records.

It is essential that we have accurate details for all elected officials but in particular President and Secretary. We would encourage you to provide as much information as you can including email and mobile phone contacts.

*Please Note: Once you have worked out your list of Registered Members (as at 30 November 2015) you should make photocopies for: 1. Your Branch Records; 2. Your SEC Return; 3. Your FEC Return; and 4. Your LGC Return.

The following forms are included in this Kit:

Branches

- Branch Information Sheet – send to Party Office
- Branch Return to SEC and a copy of the list of Registered Members – send to SEC Secretary
- Branch Return to FEC and copy of the list of Registered Members – send to FEC Secretary
- Branch Return to Local Government Committee and copy of the list of Registered Members – send to Local Government Committee Secretary

Electorate Councils

- FEC Return – send to Party Office
- FEC Information Sheet – send to Party Office
- FEC State Conference Delegates Return – send to Party Office
- SEC Return – send to Party Office
- SEC Information Sheet – send to Party Office
- SEC State Conference Delegates Return – send to Party Office

Local Government Committiees

- Local Government Committee Annual Return – send to Party Office
- Local Government Information Sheet – send to Party Office

IMPORTANT

It is important for the Party Office to have up to date records for all Party Units. Branch / SEC / FEC Secretaries must ensure that Information Sheets and Returns are forwarded to the Party Office following their AGM. This will allow the office to keep you informed of events and useful information.

FREQUENTLY ASKED QUESTIONS

Q Why does the Party Office need a record of the people who hold positions in each area?

A There are many reasons - here are just a few:

- When new members contact the NSW Branch and wish to join their local branch we need to be able to give them a contact point for the branch.
- When Shadow Ministers or Labor Party Officials visit, the Party Office need contact numbers.
- When a preselection is called in your area we may need to write to Secretaries, Presidents and Returning Officers to alert them.
- When the Party holds a forum or the Party Office holds a training seminar in your area we need to be able to alert Branch Officials.
- In the lead up to a State Conference we need to mail information to Conference Delegates.
- During election campaigns we need to keep you up to date.

Q What if we don't elect people to every position?

A You can leave that section blank and just write N/A.

Q Who can I ring to get further help with filling out these forms?

A Please phone the NSW Labor Membership Services unit on (02) 9207 2000 or email membership@nswlabor.org.au

ANNUAL RETURNS

Each year Branch, Local Government Committees, FEC and SEC Secretaries must complete their respective Returns to allow the Party Office and local Party units to operate efficiently.

If Information Sheets and Returns are not returned it is impossible for the Party Office to send Branch mail to the right address, or inform new members of correct Branch meeting times.

What are Annual Returns?

Annual Returns are forms, which the Party Office sends to all Secretaries every year. There are four types of Return:

- SEC Return;
- FEC Return;
- Local Government Committee Return; and
- Branch Return.

Branches must send returns to their SEC, FEC, Local Government Committee and Party Office. They are also required to fill out Information Sheets and provide the Party Office with a list of registered Branch Members (as at 30 November 2015).

Returns should also be completed by the SEC, FEC and Local Government Committee after their AGMs with the names of the people elected to every position.

You should keep a copy of the Returns and the list of Registered Branch Members and then send them to the NSW Branch Office as soon as possible. **Blank copies of Annual Returns are attached with this Kit.**

5. MEMBERSHIP MATTERS

NEW MEMBERS

(Rule A.5-A.8)

- Membership is open to all permanent residents of Australia prepared to accept the objectives of the ALP and who have no association with other political parties.
- To join the Party a person:
  - Must be older than 15 years;
  - Agree with the conditions of membership.

MEMBERSHIP APPLICATIONS

(Rule A.12-A.16)

- New applications will be processed upon being received, and the applicant will be sent a membership ticket. Membership of the Party starts on the date which the application form and fee is received by the NSW Party office.
- New Members will be referred for approval to the Administrative Committee (usually meets first Friday of every month). If any issues arise from this meeting, the new member will be contacted.

MEMBERSHIP RENEWALS

(Rule A.24-A.28)

- Membership tickets expire on 30 November in the year of issue.
- Members can be unfinancial for 2 years before having to reapply.
- Members who renew before 31 March will retain continuity of membership.
- If a branch member fails to renew before 31 March, they can apply to the Internal Appeals Tribunal to have their membership regularised under Rule J.2(a)(ix).

6. JOINING A BRANCH

HOW TO JOIN
(Rules A.17-A.20 and I.6-I.7)

- Party members can join any Branch in the State Electorate in which they live or the Central Policy Branch.
- Members apply to join a Branch by attending a meeting, signing the attendance book and filling out an application if the Branch requires.
- Members must be correctly enrolled with the Australian Electoral Commission at their stated address at the time of joining or transferring to a Branch [Rule I.6(a)].
- A person becomes a member of their branch from the meeting at which they applied to join and if they are a Party member, or become a Party member within 30 days of the meeting.

Anti Branch Stacking (Rule A.19)

- If a Branch receives five or more new applicants to join at any one meeting (including transferring members) the Secretary must write to the General Secretary informing the applicants' name, address, membership number and membership category.
- If a member believes the recruitment of the applicants was not bona fide, they may object to the Administrative Committee.
- If a Branch receives between 5-19 new members an automatic 6 month deferral will take place. (Unless the NSW Internal Appeals Tribunal considers overwhelmingly that the recruitment was bona fide.)
- If a Branch receives more than 20 new members an automatic 12 month deferral will take place (unless the NSW Internal Appeals Tribunal considers overwhelmingly that the recruitment was bona fide).

Please find the attached form in the Appendix:

- Application to Join a Branch Form.

TO TRANSFER FROM A BRANCH
(Rule I.8)

A member leaving a Branch can join another Branch within their enrolled State Electorate by submitting a request to Party Office.

The member must notify the Party Office via the NSW Labor website, in writing to the General Secretary to PO BOX K408, Haymarket 1240 or to membership@nswlabor.org.au.

Relevant Branch Secretaries will be notified of any changes made to the membership of their branch.

Membership of the new Branch begins at the first meeting attended by the member.

Interstate transfers must follow the same process as branch transfers. Once the interstate transfer is endorsed by the NSW Party Office, they are sent to the relevant new State Secretary.

IMPORTANT

To keep Party Office records up to date, new and transferring members should advise which Branch they attend.

BULK RENEWAL AND MEMBERSHIP RULES

The National Conference held in October 2002 passed new rules in relation to bulk renewals and membership applications.

National Rule 16 (e)

(1) It is a requirement of the Party Rules for members to personally apply for membership and renew membership by signing their own membership application or renewal form and either:

(i) Organising to post the form back to State Branch office with an appropriate fee;

(ii) By personally attending the State Branch office or arranging a person to attend on their behalf and paying their membership fees (identification shall be necessary);

(iii) Subject to the Rules of a State Branch, by personally attending their local branch meeting and paying their fees to the Secretary during the meeting. In this regard, the money shall be receipted to the member and the member's attendance recorded in any attendance book. The Secretary shall forward such monies to the State Branch Office along with the signed membership renewal forms.

(2) A Party member may also renew their membership by phone or the Internet using their personal credit card or by signing a standing authority for the renewal of membership via their personal credit card or bank account;

(3) Notwithstanding the above, a Party member's membership may also be renewed by a family member resident in the same household;

(4) All records associated with the payment of membership fees shall be available to any full-time officer of the State Branch upon request.

In accordance with the NSW Branch Rules, all renewals and payments presented to the Party Office over the counter, must be receipted in the name of the person who provided them.

It is necessary for members to sign a "Declaration for the Payment of Membership Renewals" form on presentation of renewals at Party Office.

If you have any questions, please contact the NSW Labor Membership Services Unit on 9207 2000 or membership@nswlabor.org.au

Please find the attached form in the Appendix:

- Declaration for the Payment of Membership Renewals.

7. KEEPING IN TOUCH

POLITICAL BRIEFINGS

Each month after the NSW Branch Administrative Committee Meeting, a Political Briefing is prepared and sent to all Branch, SEC and FEC Secretaries. It is also emailed to all members who have provided an email address.

This Briefing contains important information for Party Units including:

- Calling of preselections;
- Upcoming events;
- Training seminars; and
- New member functions;

Secretaries should ensure that Branch members are made aware of the Briefing and where possible the **Briefing should be photocopied and distributed to Branch members.**

EMAIL

To help members keep in touch with the Party, Branch Secretaries should encourage branch members to supply their email addresses to the NSW Party Office.

To assist with this task a list should be circulated and members asked to write down their name and email address. This list could then be faxed to the Office on (02) 9264 2574. Secretaries should also remind members to keep the Party Office updated with any change to their email addresses.

A change of details form has been included in this guide. Copies should be made available at each branch meeting.

LABOR E-NEWS

Members receive Labor E-News emails and updates. This is the best way to stay in touch with Party news and the many great events available to Members across NSW.

If your Party Unit is organising an event, you may like to forward details for inclusion to the NSW Membership Services Unit at: membership@nswlabor.org.au

8. BRANCH POLICY RESOLUTIONS

One of the key roles of Branches is policy formation. Branches are encouraged to debate policy issues and pass resolutions. If your Branch moves a policy resolution they wish to be debated at State Conference, then the Secretary can send this resolution to the NSW Party Office. Please advise that you want the item to be referred to the Conference.

The process for Agenda Items is as follows:

- During the year all resolutions received by Branches are collated and passed on to the Party's Policy Committees;
- The Policy Committees make a recommendation in relation to each item;
- The Policy Committees compile reports, including Branch items and they are presented to Annual Conference where the items are debated.

The Policy Committees are:

- **Sustainable Communities** – develops policy on planning, local government, regional development, transport, energy, arts and culture.
- **Social Justice and Legal Affairs** – develops policy on community services, multiculturalism, law reform, crime, justice, citizenship and social justice.
- **Economics** – develops policy on economic development, industry, infrastructure, trade, information technology and communications.
- **Industrial Relations** – develops policy on rights at work and more productive, rewarding work.
- **Education** – develops policy on pre-school to tertiary education, vocational training and lifelong learning.
- **Health** – develops policy on improving the health and fitness of citizens, sport and all facets of the health care system.
- **Indigenous peoples and reconciliation** – develops policy on improving the health, welfare and rights of Indigenous Australians.
- **International Relations** – develops policy on foreign affairs, defence, international development and foreign events.
- **Country Labor** – develops policy on issues affecting country NSW and Australia, including regional development, rural affairs, agriculture, mining, forestry and fisheries.

PLATFORM CHANGES

Party Units are also able to move proposed changes to the Party's platform throughout the year.

These motions are collated and are considered by the Platform Committee.

RULES CHANGES

Party Units are also able to move proposed changes to the Party's rules which are collated and considered by the Rules Committee.

9. APPENDIX

PREPARING FOR ANNUAL GENERAL MEETINGS

Sample AGM Letter
Nomination Form

MEMBERSHIP MATTERS

Membership Application Form
Membership Renewal Form
Automatic Credit Card Renewal Form
Continuity Form

JOINING A BRANCH

Application to Join a Branch
Declaration for the Payment of Membership Renewals

KEEPING IN TOUCH

Change of Details
Branch Email Contact List

ANNUAL RETURNS AND BRANCH INFORMATION SHEETS

Branch Information Sheet
Branch Funds
Branch Annual Return to FEC
Branch Annual Return to SEC
Branch Annual Return to Local Government Committee
FEC Information Sheet
FEC Delegates' Return
SEC Information Sheet
SEC Delegates' Return
Local Government Information Sheet
Local Government Committee Delegates' Return

OTHER USEFUL INFORMATION

Life Membership Nomination Form
Insurance Policy for Volunteers / Party Meetings

[SAMPLE BRANCH] ANNUAL GENERAL MEETING NOTICE

[DAY, MONTH 2016]

Dear Member

The Annual General Meeting of [SAMPLE] Branch of the Australian Labor Party will be held [DATE, TIME, PLACE.]

The following Branch positions are available for election:

- President
- Vice President (2)
- Secretary
- Treasurer
- Fundraising Officer
- Assistant Secretary
- Auditors (2)
- New Member Officer
- Branch Returning Officer
- Deputy Returning Officer
- Delegates to FEC
- Delegates to SEC
- Delegates to LGC
- Alternate Delegates to FEC
- Alternate Delegates to SEC
- Alternate Delegates to LGC

Nominations for Branch positions close with the Returning Officer at [DATE, TIME, PLACE].Please find attached a nomination form if you wish to nominate for a position.

Should you have any queries, please do not hesitate to contact myself on [TELEPHONE NUMBER].

Sincerely

Name
Secretary [SAMPLE] Branch

Labor

NOMINATION FORM

We, the undersigned, hereby nominate

_____

(Name of candidate)

for the position of

_____

(Specify position)

_____ _____

(Signature of Nominator) (Signature of Seconder)

_____ _____

(Name of Nominator) (Name of Seconder)

I hereby accept the above nomination

_____

(Signature of Candidate) (Date)

4 STEPS TO BECOME PART OF THE LABOR STORY

1. Complete all details, do not leave any sections blank. 2. Complete your political background, all questions must be answered. 3. Tick the appropriate membership fee box and note your affiliated union or concession type if applicable 4. Complete the payment details and mail your signed form back to NSW Labor, PO Box K408, Haymarket, NSW 1240 or Fax to (02) 9264 2574. Or to apply online please visit membership.nswlabor.org.au

NSW Labor

MEMBERSHIP FORM

1 YOUR PERSONAL DETAILS

☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other

Given Name(s): ..... **Surname:** .....

Date of Birth: ..... ☐ Male ☐ Female

Address (as enrolled): ..... **Postcode:** .....

Postal Address (if different): ..... **Postcode:** .....

Occupation: .....

Mobile No: ..... **Home No:** .....

Email: .....

Are you of Aboriginal or Torres Strait Islander descent? ☐ Yes ☐ No **Are you an Auslan user?** ☐ Yes ☐ No

2 POLITICAL BACKGROUND

Have you previously been a member of any other political party or any affiliate or auxilliary of any other political party?

☐ Yes ☐ No **If yes, which:** .....

If yes, please provide details (dates, positions held, reasons) (use an additional sheet if necessary)

.....

Have you ever opposed an ALP candidate during an election (ie. by standing as or assisting an opposition candidate)?

☐ Yes ☐ No **If yes, please provide details:** .....

Have you previously been a member of the ALP?

☐ Yes ☐ No **If yes, when did you leave the ALP?** ..... **Reasons for leaving:** .....

Previous Membership Number (if known): .....

3 ANNUAL MEMBERSHIP FEE (1 November to 31 October)

	1 YEAR	3 YEARS
Waged (A)	☐ $50	☐ $135
Member of Affiliated Union (B)* *(Union name)*	☐ $30	☐ $85
Concession (C)**	☐ $20	☐ $55

**If you have selected Category (B) you must indicate your affiliated union. Refer to list of affiliated unions over page.*

*** If you have selected Concession (C), you must indicate the concession type:* ☐ *Student* ☐ *Home Duties* ☐ *Unemployed* ☐ *Retired* ☐ *Pensioner*

4 PAYMENT FORM

☐ **YES. I want to join the Labor Party.**

I hereby apply for membership of the Australian Labor Party, NSW Branch. If my application is successful, I undertake to abide by the Pledge and Party Rules. If I am paying a reduced rate subscription I declare that I am entitled to that reduced rate.

Signature: **Date:** / /

Membership fees $

Here's a donation to Labor's Election Fund. $
(Any donations of $1000 or over must be disclosed under the *Election Funding and Disclosures Act 1981 (NSW)*)

TOTAL: $

PAY BY PERSONAL CHEQUE, MONEY ORDER OR CREDIT CARD

I have enclosed a personal cheque/money order for $ ..... made out to the NSW Labor Party.

PAY BY CREDIT CARD

Cardholders Name: .....

Expiry Date: ☐☐ / ☐☐

Card Type: ☐ Mastercard ☐ Visa ☐ Amex

Card No: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

I authorise the Australian Labor Party (NSW Branch) to debit my credit card for the amount of my membership fees (for the amount above) and future membership fees as prescribed from time to time under Party rules until further notice.
(ABN 36 192 855 036)

Signature: **Date:** / /

OFFICE USE ONLY Receipt No: ..... Membership No: ..... FEC: .....

Branch..... SEC: .....

Labor

AFFILIATED UNIONS

If you are a member of one of the following unions you are entitled to an affiliated union membership.

- Australian Institute of Marine and Power Engineers (AIMPE)
- Australian Manufacturing Workers Union (AMWU)
- Australian Services Union (ASU), Services Branch
- Australasian Meat Industries Employees Union (AMIEU), NSW Branch, Newcastle Branch
- Australian Workers Union (AWU), Greater NSW Branch, Newcastle Branch, Port Kembla Branch
- Construction, Forestry, Mining and Energy Union (CFMEU), Construction and General Division, Mining and Energy Division and Forestry Division
- Communications, Electrical, Plumbing Union (CEPU), Postal and Telecommunications Branch, Telecommunications and Services Branch, Plumbers Division
- Community and Public Sector Union (CPSU)
- Electrical Trades Union (ETU)
- Finance Sector Union (FSU)
- Flight Attendants Association Australia (FAAA)
- Industrial Staff Union (ISU)
- Maritime Union of Australia (MUA)
- Media, Entertainment and Arts Alliance (MEAA)
- Rail, Tram and Bus Union (RTBU)
- Shop, Distributive and Allied Employees Association (SDA), NSW Branch, Newcastle and Northern Branch
- Textile, Clothing and Footwear Union (TCFUA)
- Transport Workers Union (TWU)
- United Services Union (USU)
- United Voice, NSW Branch
- United Voice, Liquor & Hospitality Division

NSW Labor

2016 MEMBERSHIP RENEWAL

If you need any help please phone (02) 9207 2000 or 1800 503 035

3 STEPS TO RENEW YOUR MEMBERSHIP

1. Fill out your name, membership number and indicate any change of details in the space provided.
2. Tick the appropriate membership fee box and note your affiliated union or concession type if applicable.
3. Complete the payment details and mail your signed form to: NSW Labor, PO Box K408, Haymarket, NSW 1240 Or Fax it to (02) 9264 2574 Or to renew online please visit **membership.nswlabor.org.au**

1 YOUR PERSONAL DETAILS

☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other

Given Name(s): ..... **Surname:** .....

Membership No: ..... **Branch:** .....

Address (as enrolled)**:** ..... **Postcode:** .....

Postal Address (if different)**:** ..... **Postcode:** .....

Mobile No: ..... **Home No:** .....

Email: .....

Are you of Aboriginal or Torres Strait Islander descent? ☐ Yes ☐ No **Are you an Auslan user?** ☐ Yes ☐ No

2 ANNUAL MEMBERSHIP FEE (1 November to 31 October)

	1 YEAR	3 YEARS
Waged (A)	☐ $50	☐ $135
Member of Affiliated Union (B)* *(Union name)*	☐ $30	☐ $85
Concession (C)**	☐ $20	☐ $55

**If you have selected Category (B) you must indicate your affiliated union. Refer to list of affiliated unions over page.*

*** If you have selected Concession (C), you must indicate the concession type:* ☐ *Student* ☐ *Home Duties* ☐ *Unemployed* ☐ *Retired* ☐ *Pensioner*

3 PAYMENT FORM

☐ **YES. Please renew my Party membership.** $

Here's a donation to Labor's Election Fund. $
(Any donations of $1000 or over must be disclosed under the Election Funding and Disclosures Act 1981 (NSW))

TOTAL: $

If I am paying a reduced rate subscription I declare that I am entitled to that reduced rate.

Signature: **Date:** / /

PAY BY PERSONAL CHEQUE OR MONEY ORDER

I have enclosed a personal cheque/money order for $ ..... **made out to the NSW Labor Party.**

PAY BY CREDIT CARD

Cardholders Name: .....

Expiry Date: ☐☐ / ☐☐

Card Type: ☐ Mastercard ☐ Visa ☐ Amex

Card No: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

I authorise the Australian Labor Party (NSW Branch) to debit my credit card for the amount of my membership fees (for the amount above) and future membership fees as prescribed from time to time under Party rules until further notice.
(ABN 36 192 855 036)

Signature: **Date:** / /

OFFICE USE ONLY

Date: ..... Receipt No: ..... Processed by: .....

NSW Labor

UPDATING YOUR CREDIT CARD DETAILS

PLEASE COMPLETE AND RETURN BY:

Email: membership@nswlabor.org.au or
Mail: Membership Services Unit, ALP (NSW Branch), PO Box K408, Haymarket NSW 1240 or
Fax: (02) 9264 2574

If you need any help please phone (02) 9207 2000 or 1800 503 035

MEMBER DETAILS *(If membership number is not known please provide full name and address details)*

First Name: ..... **Other Names:** .....

Surname: ..... **Membership No:** .....

Branch: ..... **Union** (if eligible)**:** * .....

Address (as enrolled)**:** ..... **Postcode:** .....

Postal Address (if different)**:** ..... **Postcode:** .....

Phone: [h] ..... [w] ..... **Mobile** .....

Email: .....

If your category of membership has changed, please indicate below.

ANNUAL MEMBERSHIP FEE

	1 YEAR	3 YEARS
Waged (A)	☐ $50	☐ $135
Waged Member of Affiliated Union (B) * *Please see reverse or www.nswlabor.org.au/affiliated-unions*	☐ $30	☐ $85
Concession (C) **	☐ $20	☐ $55

*** If you have selected Concession (C), you must indicate the concession type:* ☐ *Student* ☐ *Home Duties* ☐ *Unemployed* ☐ *Retired* ☐ *Pensioner*

PAY YOUR ALP MEMBERSHIP AUTOMATICALLY – CREDIT CARD AUTHORITY

If your credit card details have changed, please provide your new details below.

Complete this authority and your membership fees will be automatically charged to your credit card. Your membership ticket will then be sent directly to you. In addition, there will be no need to worry about future renewals. This authority will mean your membership will be renewed automatically every year.

Cardholders Name: ..... **Expiry Date:** .....

Card Type: ☐ Mastercard ☐ Visa ☐ Amex

Card No: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

I authorise the Australian Labor Party (NSW Branch) to debit my credit card for the amount of my membership fees (for the amount above) and future membership fees as prescribed from time to time under Party rules until further notice.
(ABN 36 192 855 036)

Signature: **Date:** / /

MAKE A DONATION TO NSW LABOR

☐ **Yes, I would like to make a donation to NSW Labor's election fund.**
Please also bill my credit card (details as shown above) for $ ..... **as a donation.**

Signature: **Date:** / /

Any donations of $1000 or over must be disclosed under the Election Funding and Disclosures Act 1981 (NSW).

Labor

APPLICATION FOR CONTINUITY OF PARTY MEMBERSHIP

Date: ..../..../....

Name: ..... Membership No: .....

Address (as enrolled): .....

..... Postcode: .....

Phone: [h] ..... [w] ..... [m] .....

Email: .....

Branch: ..... Male/Female: .....

Year when joined Party: ..... Branch: .....

Period of Party Membership prior to break in Continuity: .....

Period of Continuity asked for. From: ..... To: .....
(a member seeking Continuity must be a financial member of the Party)

Date rejoined: ..... Ticket No: .....

Ticket numbers for four years prior to break in Continuity:

Date	Ticket No	Branch

Reasons for break in Continuity: .....

.....

..... Signed: .....

Application supported by: .....

.....

..... Signed: .....

This application will be referred to the next meeting of the Internal Appeals Tribunal. Applicant and Branch Secretary will be notified of date, time and place of meeting.

Labor

APPLICATION TO JOIN A LOCAL BRANCH

I hereby apply to join the ..... Branch of the ALP.

Name in full: .....

Date of Birth: ..... / ..... / ..... ☐ Male ☐ Female

Occupation: .....

Address (as enrolled): .....

..... Postcode: .....

Party membership No: .....

Current Membership Ticket No (if applicable): ..... Date: ..... / ..... / .....

Financial Member of the ..... union, if eligible.

Have you previously been a member of the ALP? ☐ Yes ☐ No

If yes, which Branch: .....

Signature: ..... Date: ..... / ..... / .....

FOR BRANCH USE ONLY

Admitted to Branch membership: ..... / ..... / ..... **Application submitted at meeting:** ..... / ..... / .....

Recommendation: .....

.....

.....

.....

President's Signature: .....

Declaration for the payment of Membership renewals/applications

I. _____
(name) (membership number)

declare that all the members I am renewing (attached) are aware that their membership is being renewed by myself and are willing to have their membership renewed,

or

declare that the members applying (attached) are willing to join and have paid the correct fee.

Signature: _____

Date: ____ / ____ / ____

AUSTRALIAN LABOR PARTY (NSW BRANCH)

OFFICE USE ONLY

NUMBER OF APPLICATION(s)/RENEWAL(s):
RECEIPT NUMBER(s):

Labor

Declaration for the payment of Membership renewals/applications

I. _____
(name) (membership number)

declare that all the members I am renewing (attached) are aware that their membership is being renewed by myself and are willing to have their membership renewed,

or

declare that the members applying (attached) are willing to join and have paid the correct fee.

Signature: _____

Date: ____ / ____ / ____

AUSTRALIAN LABOR PARTY (NSW BRANCH)

OFFICE USE ONLY

NUMBER OF APPLICATION(s)/RENEWAL(s):
RECEIPT NUMBER(s):

Labor

Labor

CHANGE OF DETAILS

Please ensure that all branch members complete this form when they change any contact details.

Name: ..... Membership No: .....

New Address (as enrolled): .....

..... Postcode: .....

New Phone Numbers: [h] ..... [w] ..... [m] .....

New Email Address: .....

Complete and return this form to: Australian Labor Party (NSW Branch) PO Box K408 Haymarket 1240 or email the details to nswlabor@nswlabor.org.au

---

Labor

CHANGE OF DETAILS

Please ensure that all branch members complete this form when they change any contact details.

Name: ..... Membership No: .....

New Address (as enrolled): .....

..... Postcode: .....

New Phone Numbers: [h] ..... [w] ..... [m] .....

New Email Address: .....

Complete and return this form to: Australian Labor Party (NSW Branch) PO Box K408 Haymarket 1240 or email the details to nswlabor@nswlabor.org.au

Labor

BRANCH EMAIL CONTACT LIST

Please circulate at Branch meetings to ensure your Branch Email Contact List is kept up-to-date and send a copy to the Membership Services Unit via membership@nswlabor.org.au or fax to (02) 9264 2574.

Name	Membership No.	Email address (Please print clearly)

Labor

BRANCH INFORMATION SHEET

Branch: .....

SEC(s): .....

FEC(s): .....

Council: .....

Ward/Riding: .....

(Include all details where Branch is composite. Please see enclosed listing for membership numbers)

SECRETARY .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

TREASURER .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

VICE PRESIDENT .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

ASSISTANT SECRETARY .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

RETURNING OFFICER .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

PRESIDENT .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

SENIOR VICE PRESIDENT .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

VICE PRESIDENT .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

FUNDRAISER .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

DEPUTY RETURNING OFFICER .....
Membership No: .....
Mailing address: .....
..... Postcode: .....
Phone [H]: .....
[W]: ..... [M]: .....
Email: .....

Meeting Dates for 2016: .....

Venue: .....

Signature: ..... **Date:** ..... / ..... / .....

Please return this form immediately after your Branch has held its annual election to:
General Secretary, Australian Labor Party (NSW Branch), PO Box K408, Haymarket, NSW 1240.
Please turn over and complete the section on where the Branch banks its funds.

Labor

BRANCH FUNDS

Please return to Party Office with your Branch Information Sheet by 1 April 2016.
This form does not replace Branch Financial Returns. These will be posted to all Party Units in June for completion and return in July 2016.

Funds banked with: ..... Bank Branch: .....

Account No: ..... BSB No: .....

(6 figure number to the left of the account number on a cheque)

OFFICERS AUTHORISED TO WITHDRAW FUNDS:

Name: ..... Position: .....

Name: ..... Position: .....

Name: ..... Position: .....

BRANCH AFFILIATIONS:

Party Unit	Total Registered Branch Members
SEC	
SEC	
FEC	
FEC	
LGC	
LGC	

(Including all composite electorate councils and committees)

Labor

BRANCH ANNUAL RETURN TO FEC

IMPORTANT: Complete this form and return it to the FEC Secretary by 1 April 2016 after your Branch Annual Election, along with a copy of the list of branch members.

Branch: ..... Date: ..../..../....

This return should reach the FEC Secretary no later than 1 April 2016.

OFFICERS ELECTED FOR 2016:

President: ..... Phone: .....

Senior Vice President: ..... Phone: .....

1. Vice President: ..... Phone: .....

2. Vice President: ..... Phone: .....

Secretary: ..... Phone: .....

Assistant Secretary: ..... Phone: .....

Treasurer: ..... Phone: .....

Returning Officer: ..... Phone: .....

Times and dates set for 2016 meetings .....

Venue for meetings .....

REGISTERED BRANCH MEMBERS:

Total branch membership as at 30 November 2015 .....

Attached are: 1. List of branch members as at 30 November 2015
2. List of Delegates to FEC

Honorary Secretary: .....

Address: .....

..... Postcode: ..... Date: ..../..../....

Note: Where branch is composite separate returns and lists of members are to be sent to each FEC.

Branch: .....

Delegates to: ..... FEC elected: 2016

Name	Address

Attach additional page if the space is insufficient.

Labor

BRANCH ANNUAL RETURN TO SEC

IMPORTANT: Complete this form and return it to the SEC Secretary by 1 April 2016 after your Branch Annual Election, along with a copy of the list of branch members.

Branch: ..... Date: ..../..../....

This return should reach the SEC Secretary no later than 1 April 2016.

OFFICERS ELECTED FOR 2016:

President: ..... Phone: .....

Senior Vice President: ..... Phone: .....

1. Vice President: ..... Phone: .....

2. Vice President: ..... Phone: .....

Secretary: ..... Phone: .....

Assistant Secretary: ..... Phone: .....

Treasurer: ..... Phone: .....

Returning Officer: ..... Phone: .....

Times and dates set for 2016 meetings .....

Venue for meetings .....

REGISTERED BRANCH MEMBERS:

Total branch membership as at 30 November 2015 .....

Attached are: 1. List of branch members as at 30 November 2015
2. List of Delegates to SEC

Honorary Secretary: .....

Address: .....

..... Postcode: ..... Date: ..../..../....

Note: Where branch is composite separate returns and lists of members are to be sent to each SEC.

Branch: .....

Delegates to: ..... SEC elected: 2016

Name	Address

Attach additional page if the space is insufficient.

Labor

BRANCH ANNUAL RETURN TO LGC

IMPORTANT: Complete this form and return it to the LGC Secretary by 1 April 2016 after your Branch Annual Election, along with a copy of the list of branch members.

Branch: ..... Date: ..../..../....

This return should reach the Local Government Secretary no later than 1 April 2016.

To the Secretary: ..... LGC: .....

OFFICERS ELECTED FOR 2016:

President: ..... Phone: .....

Senior Vice President: ..... Phone: .....

1. Vice President: ..... Phone: .....

2. Vice President: ..... Phone: .....

Secretary: ..... Phone: .....

Assistant Secretary: ..... Phone: .....

Treasurer: ..... Phone: .....

Returning Officer: ..... Phone: .....

Times and dates set for 2016 meetings .....

Venue for meetings .....

REGISTERED BRANCH MEMBERS:

Total branch membership as at 30 November 2015 .....

Attached are: 1. List of branch members as at 30 November 2015
2. List of Delegates to SEC

Honorary Secretary: .....

Address: .....

..... Postcode: ..... Date: ..../..../....

Branch: .....

Delegates to: ..... LGC elected: 2016

Name	Address

Attach additional page if the space is insufficient.

FEC INFORMATION SHEET

This information sheet, together with the FEC Delegates' Return should reach the NSW Branch Office no later than 1 June 2016.

FEC: .....

SECRETARY: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

PRESIDENT: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Senior Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Assistant Secretary: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Treasurer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Deputy Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Fundraiser: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Meeting dates for 2016: .....

Venue for meetings: .....

Hon. Secretary (Signature): ..... **Date:** ..... / ..... / .....

FEC: .....

This information sheet should reach the NSW Branch Office no later than 1 June 2016.

	Constituent Branches	Number of Delegates for this year	Total number of registered branch members at 30.11.15
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			

I hereby certify that the information set out above is an accurate account of membership as at 30 November last year in respect of the above.

Total membership as at 30 November 2015: ..... Hon Secretary: .....

AUSTRALIAN LABOR PARTY (NSW BRANCH)

FEC DELEGATES' RETURN 2016

As required by Rule G10(d) this Return should reach the NSW Branch Office no later than 1 June 2016.

Branch	Delegate's Name and Address

Continued next page…

AUSTRALIAN LABOR PARTY (NSW BRANCH)

FEC DELEGATES' RETURN 2016 (CONTINUED)

Branch	Delegate's Name and Address

Hon Secretary: .....

Address: .....

.....

If there is insufficient space to list all Delegates please attach additional sheet(s) to this form.

Labor

SEC INFORMATION SHEET

This information sheet, together with the SEC Delegates' Return should reach the NSW Branch Office no later than 1 June 2016.

SEC: .....

SECRETARY: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

PRESIDENT: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Senior Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Assistant Secretary: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Treasurer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Deputy Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Fundraiser: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Meeting dates for 2016: .....

Venue for meetings: .....

Hon. Secretary (Signature): ..... **Date:** ..... / ..... / .....

SEC: .....

This information sheet, together with the Annual Delegates' Return should reach the NSW Branch Office no later than 1 June 2016.

	Constituent Branches	Number of Delegates for this year	Total number of registered branch members at 30.11.15
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			

I hereby certify that the information set out above is an accurate account of membership as at 30 November last year in respect of the above.

Total membership as at 30 November 2015: ..... Hon Secretary: .....

AUSTRALIAN LABOR PARTY (NSW BRANCH)

SEC DELEGATES' RETURN 2016

As required by Rule G10(d) this Return should reach the NSW Branch Office no later than 1 June 2016.

Branch	Delegate's Name and Address

Continued next page…

AUSTRALIAN LABOR PARTY (NSW BRANCH)

SEC DELEGATES' RETURN 2016 (CONTINUED)

Branch	Delegate's Name and Address

Hon Secretary: .....

Address: .....

.....

If there is insufficient space to list all Delegates please attach additional sheet(s) to this form.

LGC INFORMATION SHEET

This information sheet, together with the Local Government Committee Delegates' Return should reach the NSW Branch Office no later than 1 June 2016.

LOCAL GOVERNMENT COMMITTEE: .....

SECRETARY: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

PRESIDENT: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Senior Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Vice President: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Assistant Secretary: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Treasurer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Deputy Returning Officer: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Fundraiser: ..... **Membership No:** .....
Address: ..... Postcode: .....
Phone: [H]: ..... [W]: .....
[M]: ..... Email: .....

Meeting dates for 2016: .....

Venue for meetings: .....

Hon. Secretary (Signature): ..... **Date:** ..... / ..... / .....

LOCAL GOVERNMENT COMMITTEE: .....

This information sheet, together with the Delegates' Return should reach the NSW Branch Office no later than 1 June 2016.

	Constituent Branches	Number of Delegates for this year	Total number of registered branch members at 30.11.15
1			
2			
3			
4			
5			
6			
7			
8			
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11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			

I hereby certify that the information set out above is an accurate account of membership as at 30 November last year in respect of the above.

Total membership as at 30 November 2015: ..... Hon Secretary: .....

AUSTRALIAN LABOR PARTY (NSW BRANCH)

LOCAL GOVERNMENT COMMITTEE DELEGATES' RETURN 2016

As required by Rule G10(d) this Return should reach the NSW Branch Office no later than 1 June 2016.

Branch	Delegate's Name and Address

Ward/Riding	ALP Councillors Name (*Show Endorsed/Non-endorsed)

Continued next page…

Labor

AUSTRALIAN LABOR PARTY (NSW BRANCH)

LOCAL GOVERNMENT COMMITTEE DELEGATES' RETURN 2016 (CONTINUED)

Branch	Delegate's Name and Address

Hon Secretary: .....

Address: .....

.....

If there is insufficient space to list all Delegates please attach additional sheet(s) to this form.

Labor

NOMINATION FOR LIFE MEMBERSHIP

Nominated by: ..... (must be nominated by your local branch or trade union)

Supported by: .....

.....

PERSONAL DETAILS OF MEMBER BEING NOMINATED

Name: .....

Address: .....

..... Postcode: .....

MEMBERSHIP DETAILS

Date joined ALP: ..... Membership No: .....

Was/is a member of the following branch(es):

Branch	From	To (years)	Branch	From	To (years)

Branch Positions Held (if applicable):

Position	From	To (years)	Position	From	To (years)

Please give details of participation within the Party (and the duration) below; eg, Bondi SEC. Secretary, 1975-1988:

.....

.....

.....

Please give details of any union involvement/positions held:

.....

.....

.....

Please give details of any public offices at the Local, State or Federal levels:

.....

.....

.....

Please give details of any other ALP member in your family who made a significant contribution to the ALP:

.....

.....

.....

COVERFORCE PTY LTD
Locked Bag 5273
SYDNEY NSW 2001

COVERFORCE PTY LTD
Locked Bag 5273
SYDNEY NSW 2001

Issue Date: 07 September 2015

Dear COVERFORCE PTY LTD,

We are pleased to confirm that AUSTRALIAN LABOR PARTY NSW BRANCH are covered by the Enterprise Professional Services Insurance until 4.00pm on 31 July 2016 as per the details shown on the enclosed certificate.

Please call us on 1300 888 071 if you have any further queries.

Yours sincerely

John Phillips
Chief Underwriting & Portfolio Manager - Commercial

Policy Number
SMX013233461

Policyholder
AUSTRALIAN LABOR PARTY NSW BRANCH

Period of Insurance
31 July 2015 to 31 July 2016 at 4.00pm

Policyholder Address
LEVEL 9
377 SUSSEX STREET
SYDNEY NSW 2000

Vero Enterprise is a division of
AAI Limited
ABN 48 005 297 807

www.nswlabor.org.au