



Four Wheel Drive NSW & ACT, INC

ABN: 51 879 448 402
PO Box 1371, Parramatta, NSW, 2124
Phone: 1800 646 630, Fax: 1800 650 664

Dear Enquirer,

To assist four wheel drivers form a club and affiliate with 4WDNSW-ACT Inc.
I have attached 4 files that will help you get started;

1. Example Constitution
2. New Club Guidelines
3. Code of Ethics
4. Club Details

The first has been prepared to concur with the requirements of the NSW Department of Fair Trading for incorporated groups. I suggest that first you make any changes to the constitution so that it meets any specific requirements of your Club. Then send (email) me a copy so that I can check that it meets the Association's needs. I will send it back to you for submission to the Department.

When it has been approved by Fair Trading send the final copy to me by mail, together with copies of certificates of insurance from TCIS, a cheque to cover the fees for the year (\$16.50 per member) and the Club information form. Note that the number of members for whom insurance has been paid must be the same for as those stated for affiliation.

The application will be considered at the next Association Executive meeting (usually monthly) and ratified at the following Members Meeting. I will then advise you of your acceptance together with a set of instructions for registering your Club on the Association website.

When the Club has been registered, your members themselves will be able to register and access the Members only area of the website.

If you have any problems send an email. Or speak to an executive on 1800 646 630, or 1800 650 664

I hope we can soon welcome you aboard.

Regards

Membership Officer,
Membership@4wdnsw-act.asn.au