

Jumping NSW Inc.

CONSTITUTION AND RULES

TITLE

1. The name of the Association is "Jumping NSW Inc."
2. The objects of the Association shall be:
 - (a) To promote, facilitate, assist and implement all those objects contained in the Constitution and Rules of the ENSW that pertain directly or indirectly to Showjumping.
 - (b) To promote, hold and/or assist in holding exhibitions (including competitions, tests, demonstrations of performance and other displays) of Showjumping.
 - (c) To promote, encourage and formulate the standardisation of rules and regulations governing the holding of such exhibitions.
 - (d) To promote, facilitate and assist in the acquisition and distribution of knowledge of judging and Course Designing Showjumping exhibitions.
 - (e) To prepare panels of approved Showjumping Judges and Course Designers.
 - (f) To organise and conduct any courses of instruction, lectures or discussions conducive to greater efficiency and standardisation of Showjumping judging, Course Designing and organisation and also conducive to the greater knowledge of horse owners and riders.
 - (g) To encourage the continued improvement of the standard of Showjumping and training with the aim of consistently achieving performances which compare with those presented at the highest international competition level.
 - (h) To do all such other things as are incidental or conducive to the attainment of the above objects or any of them and to the furtherance and stimulation of the art of Showjumping exhibitions.
 - (i) To administer the day-to-day affairs of the Showjumping discipline for and on behalf of the ENSW.

DEFINITIONS

3. **"Accredited"** means financial members of both ENSW and the Association who are listed by EA and ENSW to judge or otherwise officiate at Exhibitions.
"Affiliate" means any organisation that is eligible to be and has been admitted as an Affiliate of the Association by the Committee in accordance with Rules 11 to 16.
"Association" means **"Jumping NSW Inc."**, previously known as the NSW Showjumping Council Inc registered with the Registry of Cooperatives and Associations which registration then lapsed causing it to become an unincorporated association.
"Committee" means the committee members elected by the Association.
"Body" denotes any club or body not formed for profit which has among its activities the breeding, use, care, study and/or exhibition of horses and/or ponies provided that such body is resident within the Commonwealth of Australia.
"EA" means the Equestrian Australia Limited (ABN 19 077 455 755) (or any such other name or names as that entity is known and/or conducts its business and operations).
"ENSW" means the Equestrian Federation of Australia (NSW) Inc. (ABN 17 157 619 696) trading as Equestrian New South Wales (or any such other name or names as that entity is known and/or conducts its business and operations).
"Exhibition" includes competitions, tests, demonstrations of performance and other displays or events in which horses participate.
"Member" denotes a person who has paid his/her membership subscription, the Association retains the right to revoke any membership within two months.
"Person" means and includes natural persons, firms and companies and other legal entities.
"Regulations" means regulations made by the Association as from time to time in force.
"Rules" means the rules herein set out as from time to time amended pursuant to the provisions hereinafter contained.
"Secretary" denotes a person appointed by the Association in accordance with Rule 33(a)(ii).
"Writing" includes printing, typing, email and other like recognised means of communication.
Where the context reasonably permits, singular number includes the plural number and vice versa.

CONSTITUENTS

4. Membership of the Association may comprise:
- (a) **Life Members** shall comprise of any person who has rendered valuable service to the Association and may at an Annual General Meeting be elected a Life Member. The number of Life Members elected shall be limited to one in any particular year with a maximum of five. A nomination for life membership shall be made in writing by a proposer and seconder who shall both be Members of the Association. Such nomination shall be lodged with the Secretary not less than 21 days immediately preceding the Annual General Meeting at which it is proposed that the Life member be elected. Members shall be notified in the notice of Annual General Meeting of such proposal. Life members shall have the rights and privileges and be subject to the obligations of members save they shall not be liable to pay any annual subscriptions.
 - (b) **Individual Members** who will be persons 18 years of age or older who will have one voting right.
 - (c) **Family Members** which shall consist of two adults and any children under 18 years of age from the same family as nominated to the Committee from time to time, and shall have two voting rights exercisable by either one of the adults for jointly by them.
 - (d) **Junior Members** who will be persons under 18 years of age with no voting right.
 - (e) **Officials** Members who will be accredited with one voting right.
 - (f) **Club Members** which will be equestrian clubs or other organisations that conduct showjumping events for their own members and will have one voting right.
 - (g) **Corporate Members** which will be any corporation or other business entity and will have one voting right.
 - (h) **Supporter Members** who will be persons with no voting rights; not a rider, not an official nor able to act as a member of the Committee of Jumping NSW Inc.

Application for membership implies an undertaking to observe the Rules of the Association.

The Association shall decide a person's membership category and the Association's decision concerning such shall be final and conclusive.

5. Each Club Member or Corporate Member may appoint a person as its representative who shall be exclusively entitled to receive all notices as would normally be received by the Club Member or Corporate Member and shall be entitled to attend and to vote in his/her own name ostensibly as principal, but in reality as a representative.
6. Each appointment pursuant to Rule 5 and any revocation thereof and new appointment shall be made by notification in writing signed by the President and Secretary or duly authorised officer of the Club Member or Corporate Member and such memorandum shall be lodged with the Secretary of the Association and the appointment or revocation shall take effect as at the time of such lodgment.
7. Each Club Member or Corporate Member shall be responsible for the acts and omissions of its representative and the acts and omissions of each such representative shall be deemed to be the acts and omissions of the principal.

APPLICATION FOR MEMBERSHIP

8. Application for membership shall be made in writing in a form prescribed by the Committee.
9. The Committee may refuse an application for membership without giving any reason for so doing.
10. An application for membership shall be signed or otherwise authenticated by the applicant who shall undertake to be bound by the Rules.

AFFILIATE

11. The Committee in its absolute discretion may admit Club Members as an Affiliate of the Association upon its written application.
12. The application for admission as an Affiliate shall be signed by the President and the Secretary of the Club Member and shall contain an undertaking that the Club Member if admitted, shall be bound by the Rules and there shall accompany such application a copy of the constitution of the Club Member for the approval of the Committee. The Committee may charge such entrance fee and such annual subscription for affiliation with the Association as the Committee may from time to time determine.

13. The Committee may:
 - a) require an Affiliate or an applicant for affiliation to include in its Constitution such Rules or to adopt such Regulations governing its affairs and/or management as the Committee in its absolute discretion may determine;
 - b) require at any time and from time to time the attendance before the Committee of any office bearers of an Affiliate to give such information and/or explanation pertaining to their conduct in relation to or concerning the affairs and/or management of an Affiliate, as the Committee shall require;
 - c) direct an Affiliate to do or not to do such act, matter or thing in relation to its affairs and/or management as the Committee in its absolute discretion may determine;
 - d) carry out or cause to be carried out such investigation of the affairs and/or management of an Affiliate as the Committee may determine from time to time;
 - e) give such direction to and make such determination in relation to an Affiliate on any matter arising out of any such investigation;
 - f) impose such penalty on an Affiliate as a result of an investigation or for failure to carry out what is required by the Committee whether by way of fine suspension or otherwise as the Committee may in its absolute discretion determine.
14. If an Affiliate fails to observe or perform its obligations and undertakings as imposed by the Committee or the Rules or fails to notify the Committee that it has complied with a direction of or has given effect to a determination of the Committee within the time required by the Committee it shall ipso facto cease to be an Affiliate and notice of such determination shall be given to the Affiliate concerned by the Secretary.
15. An Affiliate that for any reason ceases to be an Affiliate may re-apply for affiliation and may be admitted at the discretion of the Committee as an Affiliate upon such terms and conditions and upon payment of such fee in addition to the entrance fee prescribed by the Committee as the Committee from time to time at its sole discretion either generally or specifically may determine.
16. Affiliates shall be entitled to make awards only at shows, competitions or trials held pursuant to the rules or regulations of the EA or the Federation Equestre Internationale and which may be otherwise recognised and approved of by the Federation.

REGISTER OF MEMBERS

17. A Register of Members and Affiliates and their addresses shall be kept and maintained and properly written up by the Treasurer.
18. All Registers kept pursuant to the Rules shall be available for inspection by Members at all reasonable times.
19. Every Member or Affiliate shall forthwith notify, in writing, the Secretary of any change of address.

SUBSCRIPTIONS AND LEVIES

20. The Committee may fix the rates of entrance fees and subscriptions in respect of the categories of membership.
21. Members' subscriptions shall be paid annually in advance on or before 1st day of July in each year or such other date as the Committee may determine from time to time.
22. Members shall pay a subscription of such amount as has been fixed for the time being by the Committee in respect of the category of membership to which the Members belong.
23. The Committee shall have power to make calls upon Members for funds to be used for general or special purposes of the Association.
24. The Association shall have power to remit wholly or in part or defer payment of any arrears of subscription or other debt due from a Member as the Committee thinks fit.

MEMBERS' LIABILITIES

25. The liability of a Member of the Association to contribute to the debts and liabilities of the Association or the cost, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the Member in respect of membership of the Association as required by the Constitution.

ADDRESS FOR SERVICE OF NOTICES

26. The address for service of any Member shall be recorded in the records of the Association.

TERMINATION OF MEMBERSHIP

27. A Club Member or Corporate Member shall cease to be a Club Member or Corporate Member:
- (a) If it resigns by notice in writing to the Secretary.
 - (b) If, in the opinion of the Association, its constitution, objects or activities are amended so as to deprive it of its eligibility as a Club Member or Corporate Member.
 - (c) If the Association calls upon it to resign and in such case the Association shall not be required to assign any reason therefor.
 - (d) If it is dissolved.
 - (e) If unfinancial, after two calendar months.
28. A Member (other than Officials Member, Club Members and Corporate Members) shall cease to be a Member:
- (a) If the Member resigns by notice, in writing, to the Secretary to that effect.
 - (b) If the Member dies.
 - (c) If the Member is declared insane.
 - (d) If, in the opinion of the Association, the Member fails or omits to observe any of the provisions of the Rules to be observed and performed by the Member or if the Member is called by the Association to resign and in this respect the Association shall not be required to assign any reason or to justify its action in calling upon a Member to resign.
 - (e) If unfinancial, after two calendar months.
29. An Officials Member shall cease to be a Member in accordance with Rule 28(a) to (e) or if the Officials Member is no longer Accredited.
30. The EA Disciplinary by-laws and Appeal by-laws will apply in proceedings against Members who have allegedly not complied with the provisions of the Rules or Regulations of the Association.

POWERS OF THE COMMITTEE

31. The conduct and administration of the Association's affairs shall be vested in the Committee which shall have power to do all such things as are within the objects of the Association.
32. Without prejudice to the generality of the foregoing the Committee may:
- (a) Make such Regulations as it may from time to time think fit for regulating the affairs of the Association and may from time to time amend such Regulations by addition, deletion or variation provided that no amendment shall be made except at a meeting duly convened for that purpose and provided that the notice convening such meeting has set out the general nature of the proposed amendments.
 - (b) Regulate the appointment to the Association of Life Member, Individual Member, Family Member, Junior Member, Officials Member, Club Member or Corporate Member.
 - (c) Delegate any or all of its powers and for that purpose appoint any committee or subcommittee comprising such person or persons as it may from time to time think fit.

APPOINTMENT OF COMMITTEE AND OFFICE BEARERS

33. (a) (i) Members shall elect by ballot thirteen committee members who must be 18 years or over at the time of their nomination and can be from any one of the following categories
A) Life members B) Individual Members C) Family Members or D) Official Members
- (ii) The above members will appoint from among them a President, two Vice-Presidents, a Treasurer and a Rider representative.
- (b) (i) At the first Annual General Meeting of the Association after the adoption of this Rule six members of the Committee must retire. At the Annual General Meeting in each subsequent year Committee members must retire in rotation of seven and six.
- (iii) The Committee shall appoint a Secretary whose terms of appointment shall be determined by the Committee including the remuneration, if any. The Secretary may be chosen from among the Committee or Members.
- (iv) The President, the Vice-Presidents and Treasurer shall hold office for two calendar years following his/her election providing he/she is a member of the Committee.
- (v) The Committee shall have the option to appoint the President to serve a further term of two calendar years as President at the completion of his/her term of office providing that the position of President shall not be held for any continuous period exceeding four years.
- (vi) In addition, the Committee shall include up to ten recognised delegates of Affiliates with rights to vote and appoint alternate delegates.
- (vii) In addition, the Committee shall include one delegate from the ENSW who shall have full voting rights.
- (viii) All Committee members must be Members of the ENSW and Jumping NSW Inc., at all times.
- (ii) The members of the Committee must retire under Rule 33(b)(i) shall not include any President, the Vice-Presidents or Treasurer who was appointed during the previous calendar year.
- (iii) The Committee members to retire in any year must (subject to Rule 33(b) (ii) and the provision as to filling casual vacancies) be those who have been longest in office since their last election. The order of retirement of persons who became Committee members on the same day must be determined by lot (unless they otherwise agree among themselves). When determining by lot, the order for retirement shall be the order in which the names are drawn.
- (iv) All positions for affiliated club delegates shall be elected annually.
- (c) A retiring member of the Committee shall be eligible for re-election and shall act as a member of the Committee throughout the meeting at which the member retires.
- (d) The Committee if it so desires, may co-opt additional members, not more than four in number. Co-opted members shall not be entitled to full voting rights and may not be appointed to any office.
34. Every Member of the Association shall have the right to nominate any other eligible Member for the Committee which shall be filled by election by ballot pursuant to Rule 35.
35. (a) The President shall appoint a returning officer and two or more scrutineers to conduct the ballot. These need not necessarily be Members of the Association.
- (b) The President shall prescribe the date within which all nominations of candidates must be lodged with the Secretary which date shall be not less than thirty-five days prior to the date of the Annual General Meeting of the Association. This date will be notified to Members not less than fourteen days before the prescribed date. Every nomination should be signed by the proposer who must be a Member. The nominee must signify acceptance not later than the closing date for nominations.
- (c) Should the number of nominations exceed the number of vacancies, a ballot will be conducted in accordance with the following rules:
- (i) The Secretary shall prepare a ballot paper listing the nominated persons in alphabetical order by surname. A copy of this ballot paper together with instructions and a notice of the closing date of the ballot shall be posted to reach every Member not later than twenty-one days before the closing date of the ballot. The ballot paper shall be deemed to have reached each Member three days after having been posted. The Committee may decide to use electronic voting for all ballots or any other decisions.
- (ii) All ballot papers must be received by the returning officer at the office of the Association by 5 p.m. on a day which will be three days prior to the date of the Annual General Meeting.
- (iii) No Member shall vote for a greater or lesser number of candidates than the number of vacancies on the Committee that have to be filled.
- (iv) The ballot shall be secret and all the measures to ensure secrecy shall be taken by the returning officer.
- (v) If any question arises as to the validity or invalidity of any voting paper, a statement by the returning officer that the voting paper concerned is or is not valid will be submitted to the Annual General Meeting.

- (d) Should the number of nominations be equal to or less than the number of vacancies, a ballot will not be conducted and the Members nominated will be declared elected at the Annual Meeting.
- (e) In the event that the number of nominations is less than the number of vacancies or any nomination is withdrawn for any reason before the closing date of the ballot the vacancies shall be filled by the members at the Annual General Meeting provided that the person or persons nominated have indicated their acceptance of nomination either verbally or in writing.
- (f) The Committee shall have the power to appoint any Member to fill any casual vacancy occurring during the year.
- (g) A member of the Committee who wishes to nominate a Member to fill a casual vacancy shall, not later than fourteen (14) days before the date of the meeting at which such vacancy is to be filled, forward the nomination to the Secretary together with the written consent of the nominated Member and the Secretary shall notify the members of the Committee of such nomination in the notice convening the meeting.

DUTIES OF THE SECRETARY

- 36. The Secretary shall, subject to the provisions of the Constitution and Rules, convene all meetings and shall attend such meetings and take proper minutes of the proceedings thereat and shall circulate a copy thereof to each Member and office bearers. The Secretary shall conduct the correspondence of the Association. The Secretary shall maintain contact with the NSW and any other Affiliates and shall inform the Association of all such doings.

DUTIES OF TREASURER

- 37. The Treasurer shall keep account of the funds and the properties of the Association and of all the receipts and payments on account of the Association. The Treasurer shall in each year prepare a Balance Sheet and Statements of Accounts and shall submit the same duly audited together with all documents relating thereto to the first Committee meeting in each year. The Treasurer shall attend all meetings at which matters of finance are to be discussed. The remuneration, if any, shall be fixed by the Committee.
- 38. Unless a general meeting of the Association appoints another member to this office, the Treasurer of the Association will be its Public Officer. NSW RULES
- 39. The Association and its Members acknowledge and agree to be bound by the General Regulations, Codes of Conduct and other rules of the NSW. MEETINGS OF THE ASSOCIATION
- 40. With the exception of the first annual general meeting of the Association, the Association must at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Association, convene a general meeting called the Annual General Meeting.
- 41. In addition to any other business which may be transacted at an Annual General Meeting, the business of an Annual General Meeting is to include the following: (a) to confirm the minutes of the last preceding Annual General Meeting and of any general meeting held since that meeting, (b) to receive from the Committee reports on the activities of the Association during the last preceding financial year, (c) to elect ordinary members of the Committee,
- 42. An Annual General Meeting must be specified as such in the notice convening it.
- 43. All other meetings other than Annual General Meeting shall be called general meetings.
- 44. General meetings of the Association may be held from time to time in Sydney or at any other place as may from time to time be deemed to be desirable by the Association or as provided for by the next succeeding clause.
- 45. The time and place of any such other general meetings shall be determined by the Committee or failing it, by the President or failing him/her, by the Secretary.
- 46. A general meeting may be called by the President or at the request, in writing, from twenty (20) Members entitled to vote at general meetings.
- 47. The requisition by the President or by Members for a general meeting:
 - (a) must state the purpose for a general meeting, and
 - (b) must be signed by the Members making the requisition, and
 - (c) may consist of several documents in a similar form, each signed by one or more of the Members making the requisition.
- 48. If the Committee fails to convene a general meeting to be held within 21 days after that date on which a requisition of Members for the meeting is lodged with the Secretary, any one or more of the Members who made the requisition or any of them representing 50% thereof, may convene a general meeting to be held not later than 3 months after that date.

49. A general meeting convened by a Member or Members as referred to in Rule 48 must be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any Member who consequently incurs expenses is entitled to be reimbursed by the Association for any expenses so incurred.
50. A quorum for a meeting of the Association shall be fifteen (15) members present in person and entitled to vote.
51. If within 30 minutes from the time appointed for the meeting a quorum is not present the meeting if convened upon requisition of Members shall be dissolved. 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, time and place as the Committee may determine but such period shall not exceed twenty-one days. If at any such adjourned meeting a quorum is not present the Members entitled to vote who are present shall be a quorum and transact the business for which the meeting was called.
52. The chairperson of the meeting with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting) adjourn the meeting from time to time and from place to place but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. If a meeting is adjourned for thirty days or more notice of the adjourned meeting shall be given as in the case of an original meeting. Except as stated above, it shall not be necessary to give any notice of an adjournment for the business to be transacted at an adjourned meeting.
53. Minutes of all resolutions and proceedings at general meetings shall be entered within one month of the meeting in a book provided for that purpose and any such minute shall be signed by the chairperson of the meeting to which it relates or by the chairperson of the next succeeding meeting and if purporting to be so signed shall be prima facie evidence of proceedings to which it relates.

SPECIAL GENERAL MEETING

54. A resolution of the Association is a special resolution if it is passed by at least three- quarters of such members of the Association as are present in person or proxy at a special general meeting of which at least 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these Rules.
55. Special general meetings convened by the President or by Members shall be run in accordance with the same rules as for a general meeting subject to Rules 54 and 56.
56. The Committee shall convene a special general meeting within 3 months of receipt of the requisition, but ordinarily shall convene said meeting at the earliest possible date.

NOTICE

57. Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the Secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each Member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
58. If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the Secretary, must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under Rule 57, the intention to propose the resolution as a special resolution.
59. (a) For the purpose of these Rules, a notice may be served on or given to a person:
 - i. by delivering it to the person personally; or
 - ii. by sending it by pre-paid post to the address of the person; or
 - iii. by sending it by facsimile transmission or some other form of electronic transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.(b) For the purpose of these Rules, a notice is taken, unless the contrary is proved, to have been given or served:
 - i. In the case of a notice given or served personally, on the date on which it is received by the addressee; and
 - ii. In the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post; and
 - iii. In the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent, or if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

VOTING

60. On any question arising at a general meeting of the Association a Member has the number of votes assigned to its category of membership.
61. All votes must be given personally or by proxy but no Member may hold more than five proxies.
62. Each Member is to be entitled to appoint another Member as proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed. The notice appointing the proxy is to be in the form set out in Appendix I to these Rules.
63. In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
64. A Member or proxy is not entitled to vote at any general meeting of the Association unless all money due and payable by the Member or proxy to the Association has been paid.

MEETING OF THE COMMITTEE

65. Meetings of the Committee will be called by the President, or failing him/her by the Secretary. A meeting of the Committee shall be convened with at least fourteen (14) days notice in writing being given to each member. The President may, with the agreement of at least two thirds of the elected members, call a meeting with shorter notice.
66. A quorum for a meeting of the General Committee shall not be less than seven (7) Committee members or six (6) Committee members and one (1) Affiliate.
67. A meeting of the General Committee shall be convened at the discretion of the President or at the request of at least seven (7) members of the Committee.
68. Members of the Committee who are absent from three consecutive meetings of the Committee or from any four meetings of the Committee in any one year shall relinquish their membership from the Committee unless the Committee votes by secret ballot that their absence was not unacceptable. All vacancies will be treated as casual vacancies. ELECTION OF PATRON OR VICE PATRON
69. The Association may at the Annual General Meeting invite any person or persons to become the Patron and/or Vice Patron of the Association. RETIREMENT OF OFFICE BEARERS
70. Any person holding office on the Committee shall vacate this office by notice in writing to the Secretary to that effect or when he/she ceases to be a Member of the Association. DEFECTIVE APPOINTMENTS
71. Where there is some defect discovered in the appointment of the Committee, a sub committee or a person acting for and on their behalf, any acts done by such Committee, sub committee or person until such time shall be valid as if the Committee, sub committee or person had been duly qualified and appointed. SOURCE OF FUNDS
72. The funds of the Association shall be derived from annual subscriptions of members and subscriptions to the newsletter, entrance fees, donations, sponsorship moneys, sale of member merchandise, and, subject to any resolution passed by the Association at a general meeting, such other sources as the Committee determines.
73. Pursuant to Rule 22 every ordinary Individual Member, Family Member, Junior Member, Officials Member, Club Member or Corporate Member shall pay to the Association the prescribed subscription.
74. Subject to Rules 80(b) and 81, all money received by the Association must be deposited as soon as practicable and without deduction to the credit of a bank account maintained by the Association.
75. The Association may, as soon as practicable after receiving any money, issue an appropriate receipt. MANAGEMENT OF FUNDS
76. The Association shall maintain banking account(s) in New South Wales in the name of "Jumping NSW Incorporated" with any of the recognised banks or financial institutions.
77. All cheques, drafts, bills of exchange, promissory notes, other negotiable instruments and electronic funds transfer pursuant to Rule 80(a) must be signed, or in the case of electronic funds transfer authorised, by not less than 2 Members of the Committee or employees of the Association, being Members or employees authorised to do so by the Committee (the "Authorised Persons").
78. For the purpose of Rule 77 above, the Authorised Persons shall comply with the protocol prescribed by the relevant bank or financial institution to which the transaction relates.
79. The Committee shall, from time to time, determine the maximum amount up to which payments may be made in cash rather than by cheque drawn upon the Association's banking account or electronic funds transfer.

80. The Committee may at its discretion manage the Association's funds including but not limited to receipt and payment of money for membership subscriptions and competitions/events, using electronic means in the following manner:
- (a) The Committee may use the internet banking facility of any recognised banks or financial institutions including but not limited to the use of electronic funds transfer;
 - (b) The Committee may use any online entry systems including "Global Entries Online" for the purpose of receiving payments from Members;
 - (c) The Committee may use such other appropriate online facility or system as it desires for the efficient and effective management of the Association's funds.
81. For the purpose of subrule 80(b) above, the Committee shall deduct or cause to be deducted from the payment made by Members any such transaction fee or commission prescribed by the relevant facility or system.

COST OF ADMINISTRATION

82. The Association shall meet all its administration expenses out of revenue.

ACCOUNTS

83. The Association shall keep detailed accounts of its financial transactions and its assets and liabilities to be able to show its true financial position at the end of each year. The end of the financial year of the Association will be the 30th day of June each year.
84. The Treasurer shall ensure that a statement of the Association's income and expenditure is prepared for each financial year, together with a balance sheet showing the assets and liabilities of the Association at the close of each year. These financial statements shall be examined and certified by the appointed auditor and shall be signed as correct by the Treasurer. The Treasurer shall submit a copy to the Annual General Meeting of Members.
85. The Association's books of account shall be kept at such place or places as the General Committee shall determine.

APPLICATION OF PROPERTY AND INCOME

86. Subject to any resolution passed by the Association in general meeting, all income and property of the Association shall be applied solely towards the promotion of the objects of the Association in such manner as the Committee determines, provided that nothing shall prevent the payment in good faith of remuneration to any official or servant of the Association or to any Member or other person in return for any services actually rendered to the Association.
87. In the winding up of the Association the funds after the liabilities have been discharged shall be devoted to the promotion of objects similar to those of the Association and to such Body or Bodies as are decided upon by the NSW and no Life Member, Individual Member, Family Member, Junior Member, Officials Member, Club Member or Corporate Member shall be entitled to receive any part of such funds.

CONTRACTUAL ENGAGEMENT

88. Subject to the approval or confirmation of the General Committee being first obtained and within the scope of the objects of the Association the Secretary is authorised to contract any obligation and to sign any contract in the name and on behalf of the Association.
89. Every such obligation shall be binding upon the Members of the Association whose liability shall be a joint liability limited to the amount of the Member's annual subscription.

INDEMNITY OF OFFICERS

90. Every officer appointed by the Association or the General Committee and every member of the Committee shall be entitled to be indemnified out of the funds of the Association against any loss, expense or liability incurred or sustained by him/her in the bona fide and proper exercise of his/her duty.

ALTERATION TO CONSTITUTION AND RULES

91. The Association may by special resolution, amend the Rules and Objects whether by alteration, addition or deletion in such a manner as it may think fit PROVIDED THAT:
- (a) the notice convening the meeting shall specify the nature of the proposed amendment to be considered at such meeting; and,
 - (b) such notice shall be sent only to each Member of the Association.
 - (c) Notice of any amendment so made shall be given by the Secretary to all Members as soon as practicable after the close of the meeting.
 - (d) such amendment has been approved by the ENSW in writing.

POWER TO BORROW MONEY

92. The Association may by way of special resolution, issue debenture stock or bonds of the Association at any time in any form or manner including the power to restrict the transfer assignment or charge thereof or any of them and for any amount and may raise or borrow for the purpose of the Association any sum or sums of money either upon mortgage or charge of any property of the Association or on debenture stock or bonds or otherwise as it may think fit.

COMMON SEAL

93.
 - (i) The Common Seal of the Association shall be kept in the custody of the public officer.
 - (ii) The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures of two (2) members of the Committee, at least one of whom shall be an office bearer.

CUSTODY AND INSPECTION OF BOOKS

94. Except as otherwise provided by the Rules, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Association.
95. The records, books and other documents of the Association must be open to inspection, free of charge, by a Member at any reasonable hour.

APPENDIX I (Rule 62) FORM OF APPOINTMENT OF PROXY

I, *[insert full name]* of *[insert address]* being a member of *[Jumping N.S.W Incorporated]* hereby appoint *[insert full name of proxy]* of *[insert address]* being a member of that incorporated association, as my proxy to vote for me on my behalf at general meeting of the association (annual general meeting or special general meeting, as the case may be) to be held on *[insert date]* and at any adjournment of that meeting.

* My proxy is authorised to vote in favour of / against (*delete as appropriate*) the resolution (*insert details*).

* to be inserted if desired.

..... Signature of member appointing proxy

Date: NOTE: A proxy vote may not be given to a person who is not a member of the association.