

**CIRCULAR**



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**THE RETURNED AND SERVICES LEAGUE  
OF AUSTRALIA  
(NEW SOUTH WALES BRANCH)**

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**PATRON**

**HIS EXCELLENCY GENERAL THE HONOURABLE DAVID HURLEY AC DSC (Ret'd)  
GOVERNOR OF NEW SOUTH WALES**

CIRCULAR NO: 20/17

FILE NO: JOB/JSF: 2271/A/4

31 May 2017

TO: ALL HONORARY SECRETARIES AND SECRETARIES OF RSL SUB-BRANCHES,  
DISTRICT COUNCILS AND STATE COUNCILLORS

***EXPIRY DATE:* 12 July 2017**

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Dear Sir/Madam

**CASUAL VACANCY – STATE TREASURER**

With the election of Mr James Brown to the position of State President, a casual vacancy now exists for State Treasurer.

Nominations are now called to fill the casual vacancy of STATE TREASURER of The Returned and Services League of Australia (New South Wales Branch) for the Congressional Term to 2020, as per By-Law 6 items 36-41.

1. Nominations will only be accepted from compliant sub-Branches.
2. Sub-Branches considering nominating a candidate should familiarise themselves with Clause 15 of the Constitution and By-Laws 6 and 8 with particular attention to By-Law 6 item 9:

A person nominated for the office of State Treasurer must provide evidence of:

- a) being a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants;
- b) holding a Bachelor of Accounting or Certificate in Accounting which would entitle him or her to be eligible to belong to one of the organisations referred to in sub-paragraph (a) above;
- c) hold a Bachelor of Economics; or
- d) hold a degree or diploma or have held a management position in these disciplines.

3. Closing date for receipt of nominations will be 4.00 p.m. Wednesday, 12<sup>th</sup> July 2017.

4. In the event of more than one (1) nomination being lodged by the closing date, a ballot will be conducted.

All nominees are required to be computer literate.

A nomination form is attached and attention is particularly drawn to the fact that the closing date for the receipt of nominations at State Branch has been fixed for **4.00 p.m. on Wednesday, 12<sup>th</sup> July 2017**.

Sub-Branches are requested to ensure that forms are complete in every detail, as an omission can invalidate the nomination.

Nomination forms must be signed by the sub-Branch President and sub-Branch Secretary. In the event of the President or Secretary standing for office, or being unavailable, nomination forms are to be signed by their deputies.

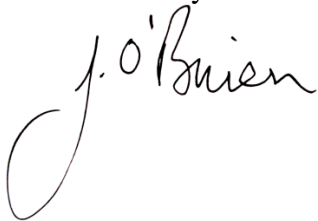
The candidates nominated must notify the Assistant State Secretary in writing by **4.00 p.m. on Wednesday, 12<sup>th</sup> July 2017** of their acceptance of the nomination and willingness to stand for election. Such notice may be given by separate letter or endorsed on the nomination form.

State Branch Staff are not allowed to accept responsibility for forwarding nominations to sub-Branch nominees for their acceptance or completion.

It is particularly requested that information regarding the candidate's RSL activities be clear and concise. Other general information is to be in accordance with By-Law 6 Item 10.

In accordance with a State Congress resolution, candidates are required to provide a passport size photograph, to be attached to the nomination form, or a high resolution digital image. The photograph is not to be more than 28 days old at the time of submission of nomination.

Yours sincerely

A handwritten signature in black ink that reads "J. O'Brien". The signature is written in a cursive style with a large, looping initial "J".

Jeff O'Brien

**Chief Operating Officer/Assistant State Secretary**

**NOMINATION FORM**

**STATE TREASURER – TERM 2017-2020**

On behalf of the ..... sub-Branch of The Returned and Services League of Australia (NSW Branch), we nominate

.....

who is a financial member of the ..... sub-Branch

for the position of: **STATE TREASURER for the term 2017-2020**

Signed by

President: .....

Honorary Secretary: .....

Date: .....

This nomination must be in the hands of the Assistant State Secretary no later than 4.00 p.m. on **Wednesday, 12<sup>th</sup> July 2017**, otherwise it cannot be accepted. The nominee must notify the Assistant State Secretary, in writing by 4.00 p.m. on **Wednesday, 12<sup>th</sup> July 2017**, of his/her acceptance of this nomination. Such notification may be by separate letter or endorsed hereon.

I, ....., being a financial member of the ..... sub-Branch, accept the above nomination for the position of STATE TREASURER for the term 2017-2020 and I certify that the undermentioned particulars are correct in every respect and that I am computer literate as well as internet and email competent. I believe that I have the appropriate skills, expertise and experience to fulfil the requirements of the position and that I am a fit and proper person.

SIGNATURE ..... DATE .....2017

**CURRENT PHOTOGRAPH ATTACHED      YES / NO**

**EVIDENCE AS PER BY-LAW 6 ITEM 9 ATTACHED      YES / NO**

1. Full Name: .....

2. Date/Place of Birth: .....

3. Occupation: .....

4. Email: .....

5 Address: .....

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6. Particulars of Service (Arms, Units, Length and Places of Service): .....

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7. Campaign Medals, Decorations and Awards: .....

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8. Length of RSL Membership and Official Positions held: .....

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9. Business Skills: .....

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