

LOCAL LEAGUE MODEL CONSTITUTION

(Senior and Junior)

NAME

1. The name of the incorporated Association shall be _____ LOCAL LEAGUE INCORPORATED (in these Rules called "the Local League").

OBJECTS

2. The Local League is formed to promote, foster, support and encourage Rugby League Football under the auspices of (name) Division ("the Division") of the Queensland Rugby Football League Limited (herein after referred to as "the QRL") in the (name) area or other persons or Clubs participating in Rugby League Football as defined by the Division and all matters related thereto.

POWERS

3. The powers of the Association are:-
 - (a) To take over the funds and other assets and the liabilities of the present unincorporated association known as the " _____ Local League";
 - (b) To subscribe to, become a member of a co-operate with any other association, club or organization, whether incorporated or not, whose objects are altogether or in part similar to those of the Local League provided that the Local League shall not subscribe to or support with its funds any club, association or organization which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Local League under or by virtue of Rule 28 (j) hereof;
 - (c) In furtherance of the objects of the Local League to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Local League or persons frequenting the Local League's premises.
 - (d) To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights and privileges which may be requisite for the purposes of, or capable of being conveniently used in connection with, any of the objects of the Local League: provided that in case the Local League shall take or hold any property which may be subject to any trusts the Local League shall only deal with the same in such manner as is allowed by law having regard to such trusts;
 - (e) To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of

the powers of the Local League; to obtain from any such Government or Authority any rights, privileges and concessions which the Local League may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions;

- (f) To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Local League;
- (g) To remunerate any person or body corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the Local League, or in or about the Local League or promotion of the Local League or in the furtherance of its objects;
- (h) To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Local League's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof;
- (i) To invest and deal with the money of the Local League not immediately required in such manner as may from time to time be thought fit;
- (j) To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate;
- (k) In furtherance of the objects of the Local League to lend and advance money or give credit to any person or body corporate; to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate, and otherwise to assist any person or body corporate;
- (l) To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the Local League's property or assets present or future and the purchase, redeem or pay-off any such securities;
- (m) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments;
- (n) In furtherance of the objects of the Local League to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Local League;
- (o) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Local League's property of whatsoever kind sold by the Local League, or any money due to the Local League from purchasers and others;

- (p) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Local League but subject always to the proviso in Sub-rule (d);
- (q) To take such steps by person or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purchase of procuring contributions to the funds of the Local League, in the shape of donations, annual subscriptions or otherwise;
- (r) To print and publish any newspapers, periodicals, books or leaflets that the Local League may think desirable for the promotion of its objects;
- (s) In furtherance of the objects of the Local League to amalgamate with any one or more Local Leagues having objects altogether or in part similar to those of the Local League and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Local League under or by virtue of Rule 28 (j) thereof;
- (t) In furtherance of the objects of the Local League to purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the Local Leagues with which the Local League is authorised to amalgamate;
- (u) In furtherance of the objects of the Local League to transfer all or any part of the property, assets, liabilities and engagements of the Local League to any one or more of the Local Leagues with which the Local League is authorised to amalgamate;
- (v) To make donations for patriotic, charitable or community purposes;
- (w) To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.
- (x) To apply the disciplinary powers as specified in Rules 32 to 66 inclusive of the Rules of the QRL as may be applicable to the Local League.
- (y) To do all such things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Local League.

CLASSES OF MEMBERS

- (a) The membership of the Local League shall consist of ordinary members who shall be the Chairman, the Secretary, the Treasurer, each Rugby League Football Club within the Local League, the Referees' Association within the Local League and the Junior Division within the Local League.
- (b) Each member who is not a natural person shall appoint delegates to act on their behalf in the affairs of the Local League as follows:
 - (i) Each Rugby League Football Club shall appoint two (2) delegates
 - (ii) Each Referees' Association shall appoint one (1) delegate
 - (iii) Each Junior Division shall appoint one (1) delegate.
- (c) There shall be no right of rejection of any membership.

MEMBERSHIP

5. (a) Every person who at the date of incorporation of the Local League was a member of the unincorporated Association and who on or before the day of incorporation agrees in writing to become a member of the Local League shall be admitted by the Executive to the same class of membership of the Local League as that member held in the unincorporated Association and shall not be required to pay any further subscription until the next due date for payment of that subscription.
 - (b) Every applicant for membership of the Local League shall be proposed by one member of the Local League and seconded by another member. The application for membership shall be made in writing signed by the applicant and his proposer and seconder and shall be in such form as the Executive from time to time prescribes.
 - (c) At the next meeting of the Executive after the receipt of any application and the fee applicable for membership, such application shall be considered by the Executive who shall thereupon admit the applicant as a member.
 - (d) Upon the acceptance of an application for membership the Secretary shall forthwith give the applicant notice in writing of such acceptance.
 - (e) The number of ordinary members shall be unlimited.
6. (a) The membership fees for membership shall be such sum as the members shall from time to time at any general meeting so determine.
 - (b) The membership fees shall be payable at such time and in such manner as the Executive shall from time to time determine.

TERMINATION OF MEMBERSHIP

7. (a) A member may resign from the Local League at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.
 - (b) If a member -
 - (i) is convicted of an indictable offence; or
 - (ii) fails to comply with any of the provisions of these Rules; or
 - (iii) has membership fees in arrears for a period of two (2) months or more; or
 - (iv) conducts himself/herself in a manner considered to be injurious or prejudicial to the character or interests of the Local League,

the Executive shall consider whether his/her membership shall be terminated.

- (c) The member concerned shall be given a full and fair opportunity to Present his/her case and if the Executive resolves to terminate his/her Membership it shall instruct the Secretary to advise the member in writing accordingly.

APPEAL AGAINST TERMINATION OF MEMBERSHIP

- 8. (a) A person whose membership has been terminated may within one (1) month of receiving written notification thereof, lodge with the Secretary written notice of his intention to appeal against the decision of the Executive.
- (b) Upon receipt of a notification of intention to appeal against Termination of membership the Secretary shall convene, within three (3) months of the date of receipt of him of such notice, a general meeting to determine the appeal. At any such meeting the applicant shall be given the opportunity to fully present his case and the Executive or those members thereof who rejected the application for membership or terminated the membership subsequently shall likewise have the opportunity to present its or their case. The appeal shall be determined by the vote of the members present at such meeting.
- (c) Where a person so appeals but the appeal is unsuccessful, the Secretary shall forthwith refund the amount of any membership fee paid.

REGISTER OF MEMBERS

- 9. (a) The Executive shall cause a Register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the Local League and the dates of their admission.
- (b) Particulars shall also be entered in to the Register of deaths, resignations, terminations and reinstatements of membership and any further particulars as the Executive or the members at any general meeting may require from time to time.
- (c) The Register shall be open for inspection at all reasonable times by any member who previously applied to the Secretary for such inspection.

10. (a) The Executive of the Local League shall consist of a Chairman, a Secretary, a Treasurer and one (1) Delegate from each Rugby League Football Club within the Local League, provided always that the Number of Delegates from "A" Grade Clubs shall be equal to or Greater than the number of Delegates from "Other" Grade Clubs.

The Chairman, the Secretary and the Treasurer shall comprise the Officers of the Executive.

- (b) At the Annual General Meeting of the Local League, the Executive for the time being shall retire from office, but shall be eligible upon nomination for re-election. The members shall elect the Officers of the Executive.
- (c) The election of the Officers of the Executive shall take place in the following manner:-
- (i) Any two (2) members of the Local League shall be at liberty to nominate any other person to serve as an Officer of the Executive;
 - (ii) The nomination shall be received from the floor of the Annual General Meeting provided that in all instances proof of the concurrence of the nominee is necessary;
 - (iii) Upon being elected as an Officer of the Executive that member shall forthwith resign from any Executive position that person holds in any Rugby League Football Club or Referees' Association within the State of Queensland;
- (d) In the event that the number of "Other" Grade Clubs within the Local League is greater than the number of "A" Grade Clubs the election of Delegates eligible to represent "Other" Grade Clubs shall occur as follows:
- (i) The Chairman shall receive the names of one (1) nominee from Each "Other" Grade Club;
 - (ii) A ballot shall be held at the Annual General Meeting to choose From the nominees from the "Other" Grade Clubs those who shall be the delegates of the "Other" Grade Clubs and members of the Executive. The number of such Delegates elected shall be the same as the number of Delegates from the "A" Grade Clubs within the Local League.

11. Any member of the Executive may resign from membership of the Executive Any time by giving notice in writing to the Secretary but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date or such member may be removed from office at a general meeting of the Local League where that member shall be given the opportunity to fully present his case. The question of removal shall be determined by the vote of the members present at such a general meeting.

VACANCIES ON EXECUTIVE

12. (a) The Executive shall have power at any time to appoint any member of the Local League to fill any casual vacancy on the Executive until the next Annual General Meeting, provided that where the casual vacancy is a Delegate from a Rugby League Football Club such vacancy shall be filled by the person nominated by that Club.

(b) The continuing members of the Executive may act notwithstanding any casual vacancy in the Executive, but if and so long as their number is reduced below the number fixed by or pursuant to these Rules as the necessary quorum of the Executive, the continuing member or members, may act for the purpose of increasing the numbers of members of the Executive to that number or of summoning a general meeting of the Local League, but for no other purpose.
13. (a) Except as otherwise provided by these Rules and subject to resolutions of the members of the Local League carried at any general meeting, the Executive -
 - (i) shall have the general control and management of the administration of the affairs, property and funds of the Local League; and
 - (ii) shall have authority to interpret the meaning of these Rules and any matter relating to the Local League on which these Rules are silent.
- (b) The Executive may exercise all the powers of the Local League -
 - (i) to borrow or raise or secure the payment of money in such manner as the members of the Local League may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Local League in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Local League's property, both

present and future, and to purchase, redeem or pay off any such securities;

- (ii) to borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Local League, and to provide and pay off any such securities;
- (iii) to invest in such manner as the members of the Local League from time to time determine; and
- (iv) to implement any power delegated from the Divisional Board of Delegates including such powers as the running of competitions, the levying of affiliation fees, the making of competition rules, the determination of venue of matches, the allocation of prize moneys for matches and other occasions, the accepting of sponsorship by bodies or persons, the deferring or cancelling of matches, the appointment of referees, and the effecting of the resignation of all Club uniforms within the jurisdiction of the Division.

MEETINGS OF EXECUTIVE

- 14. (a) The Executive shall meet at least once every calendar month to exercise its functions.
- (b) A special meeting of the Executive shall be convened by the Secretary on the requisition in writing signed by not less than one-third of the members of the Executive, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
- (c) At every meeting of the Executive a simple majority of a number equal to the number of members elected and/or appointed to the Executive as at the close of the last general meeting of the members, shall constitute a quorum.
- (d) Subject as previously provided in this Rule, the Executive may meet Together and regulate its proceedings as it thinks fit: provided that questions arising at any meeting of the Executive shall be decided by a majority of votes. In the case of equality of votes, the Chairman

shall be entitled to a second or casting vote provided he has used a primary vote.

- (e) A member of the Executive shall not vote in respect of any contract or proposed contract with the Local League in which he is directly or indirectly interested, or any matter arising thereout, and if he does so vote his vote shall not be counted.
- (f) Not less than seven (7) days notice shall be given by the Secretary to Members of the Executive of any special meeting of the Executive. Such notice shall clearly state the nature of the business to be discussed thereat.
- (g) The Chairman of the Local League shall preside as Chairman at every Meeting of the Executive, or if there is no Chairman, or if at any meeting he is not present within fifteen (15) minutes after the time appointed for holding the meeting, then the members may choose one of their number to be Chairman of the meeting.
- (h) If within twenty (20) minutes from the time appointed for the commencement of a Executive meeting, a quorum is not present, the meeting, if convened upon the requisition of members of the Executive, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Executive may determine, and if at the adjourned meeting a quorum is not present within twenty (20) minutes from the time appointed for the meeting, the meeting shall lapse.

LOCAL LEAGUE REFEREES' APPOINTMENT BOARD

- 15. (a) The Executive shall appoint a Referees' Appointment Board.
- (b) The Referees' Appointment Board shall consist of not more than five (5) members and shall be responsible for the appointment of referees for all matches within the Local League.
- (c) All referees so appointed shall be the holder of a Certificate issued by the QRL Referees' Association.
- (d) There shall be no restriction of the appointment of referees or members of the Referees' Association to the Referees' Appointment Board.

LOCAL LEAGUE JUDICIARY AND JUDICIAL TRIBUNAL

16. (a) The Local League, with the approval of the Division, may establish a Local League Judiciary and a Local League Judicial Tribunal having jurisdiction over players' conduct pertaining to matches under the control of the Local League.
 - (b) The Local League Judiciary and the Local League Judicial Tribunal shall be constituted and conducted in accordance with Rules 32 to 66 inclusive of the Rules of the QRL insofar as they are applicable to the Local League and will be responsible for those disciplinary matters Referred to in the said Rules of the QRL.
 - (d) A person dealt with by the Local League Judiciary or the Local League Judicial Tribunal pursuant to a Judiciary or Judicial Tribunal's exercise of such powers may appeal from such decision in accordance With the appeal provisions as set out in Rules 48 to 60 of the Rules of the QRL.
17. All acts done by any meeting of the Executive, the Referees' Appointment Board or the Local League Judicial Tribunal or by any person acting as a member of the Executive shall. Notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Executive or Body or person acting as aforesaid, or that the members of the Executive or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the Executive.
 18. A resolution in writing signed by all the members of the Executive for the time being entitled to receive notice of a meeting of the Executive shall be as valid and effectual as if it had been passed at a meeting of the Executive duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Executive.

ANNUAL GENERAL OR GENERAL MEETINGS

19. All members are entitled to attend all Annual General and General Meetings.

The first general meeting shall be held at such time, not being less than one month nor more than three months after the incorporation of the Local League, and at such place as the Executive may determine.
20. (a) The Annual General Meeting shall be held by 15th November in each year upon a date and at a time to be fixed by the Executive.

- (b) The business to be transacted at every Annual General Meeting shall be -
 - (i) Consideration of the Balance Sheets and the Profit and Loss accounts and the Annual Report of the Executive and Auditors;
 - (ii) The election of the Executive, who shall hold office until the next Annual General Meeting;
 - (iii) The election of the Delegate or Delegates to the relevant Divisional Board of Delegates, where applicable, as provided for by the Rules of the QRL;
 - (iv) The appointment of an Auditor or Auditors;
 - (v) Any other matter normally transacted at the Annual General Meeting.

The Secretary shall forward to the Division a copy of the Annual Report of the Executive and Auditor or Auditors and the names and addresses of members of the Executive within fourteen (14) days of the Annual General Meeting.

- 20. The Secretary shall convene a special general meeting -
 - (a) When directed to do so by the Executive; or
 - (b) On the requisition in writing signed by not less than one (1) member of the Executive. Such requisition shall clearly state the reasons why such special general meeting is being convened and the nature of the business to be transaction thereat; or
 - (d) On being given a notice in writing of an intention to appeal against the decision of the Executive to terminate the membership of any person.
- 22.
 - (a) At any general meeting the number of members required to constitute a quorum shall be the number representing seventy-five percent (75%) of members of the Local League.
 - (b) No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. For the purposes of this rule "member" includes a person attending as a proxy or as representing a corporation which is a member.
 - (d) If within twenty (20) minutes from the time appointed for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Executive or the Local League, shall lapse. In any other case it shall

stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Executive may determine, and if at the adjourned meeting a quorum is not present within twenty (20) minutes from the time appointed for the meeting, the members shall be a quorum.

- (e) The Chairman may, 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. When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.
23. (a) The Secretary shall convene all general meetings of the Local League be giving not less than fourteen (14) days' notice of any such meeting to the members of the Local League.
- (b) The manner by which such notice shall be given shall be determined by the Executive: provided that notice of any meeting convened for the purpose of hearing and determining the appeal of a member against the termination of his membership by the Executive, shall be given in writing. Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.
24. Unless otherwise provided by these Rules, at every general meeting -
- (a) the Chairman of the Local League shall preside as Chairman, or if there is no Chairman, or if he is not present within fifteen (15) minutes after the time appointed for the holding of the meeting or is unwilling to act, then the members present shall elect one of their number to be Chairman of the meeting;
 - (b) the Chairman shall maintain order and conduct the meeting in a proper and orderly manner;
 - (c) every question, matter or resolution shall be decided by a majority of votes of the members present;
 - (c) every member present shall be entitled to one (1) vote and in the case of an equality of votes the Chairman shall have a second or casting vote: provided that no member shall be entitled to vote at any

general meeting if his annual subscription is more than one (1) month in arrears at the date of the meeting;

- (d) voting shall be by show of hands unless not less than one-fifth of the members present demand a ballot, in which event there shall be a secret ballot. The Chairman shall appoint two (2) members to conduct the secret ballot in such manner as he shall determine and the result of the ballot as declared by the Chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded;
- (e) a member may vote in person or by proxy or by attorney and on a show of hands every person who is a member or a representative of a member shall have one (1) vote and in a secret ballot every member present in person or by proxy or by attorney or other duly authorised representative shall have one vote;
- (f) the instrument appointing a proxy shall be in writing, in the common or usual form under the hand of the appointor or of his attorney duly authorised in writing or, if the appointer is a corporation, either under seal or under the hand of an officer or attorney duly authorised. A proxy need not be a member of the Local League. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a secret ballot;
- (g) where it is desired to afford members an opportunity of voting for or against a resolution the instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances permit:-

(name) LOCAL LEAGUE

I, _____ of _____, being a member of the abovenamed Local League, hereby appoint _____ of _____, or failing him, _____ of _____ as my proxy to vote for me on my behalf at the (annual) general meeting of the Local League, to be held on the day of _____, 19____, and at any adjournment thereof.

Signed this _____ day of _____, 19____.

Signature

This form is to be used * in favour of the resolution
 * against

* Strike out whichever is not desired. (Unless otherwise instructed, the proxy may vote as he thinks fit.);

- (h) the instrument appointing a proxy shall be deposited with the Secretary prior to the commencement of any meeting or adjourned meeting at which the person named in the instrument proposes to vote; and
- (i) the Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Executive meeting and general meeting to be entered in a book to be open for inspection at all reasonable times by any financial member who previously applied to the Secretary for that inspection. For the purposes of ensuring the accuracy of the recording of such minutes, the minutes of every Executive meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding Executive meeting verifying their accuracy. Similarly, the minutes of every general meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding general meeting: provided that the minutes of any Annual General Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding general meeting or Annual General Meeting.

BY-LAWS

- 25. (a) The Executive may from time to time make, amend or repeal By-laws, not inconsistent with these Rules, for the internal management of the Local League and any By-law may be set aside by a general meeting of members.
 - (b) All players, officials and spectators taking part in or attending Rugby League matches shall do so upon the condition that they observe the Rules, By-laws and Standing Orders and directions as the case may be of the Local League.
25. Subject to the provision of the Associations Incorporations Act 1981, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting: provided that no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Chief Executive of the Department administering the Act.
26. The Executive shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Executive and every instrument to which the seal is affixed shall be signed by a member of the Executive and shall be countersigned by the Secretary or by a second

member of the Executive or by some other person appointed by the Executive for the purpose.

FUNDS AND ACCOUNTS

28. (a) The funds of the Local League shall be deposited in such account or accounts in the name of the Local League in such bank as the Executive may from time to time direct.
- (b) Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Local League and the particulars usually shown in books of a like nature.
- (c) All moneys shall be deposited as soon as practicable after receipt thereof.
- (d) All amounts of twenty dollars (\$20) or over shall be paid by cheque Signed by any two of the Chairman, Secretary, Treasurer or other member authorised from time to time by the Executive.
- (e) Cheques shall be crossed "not negotiable" except those in payment of wages, allowances, or petty cash recouplements which may be open.
- (f) The Executive shall determine the amount of petty cash which shall be kept on the imprest system.
- (g) All expenditure shall be approved or ratified at an Executive meeting.
- (h) As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing particulars of -
- (i) the income and expenditure for the financial year just ended;
 - (iii) the assets and liabilities and of all mortgages, charges and securities affecting the property of the Local League at the close of that year.
- (h) All such statements shall be examined by the Auditor or Auditors, who shall present his/her/their report upon such audit to the Secretary prior to the holding of the Annual General Meeting next following the financial year in respect of which such audit was made. The Local League shall deposit with the (name) Division its audited accounts for each financial year.

- (i) The income and property of the Local League whencesoever derived Shall be sued and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way or profit to or amongst the members of the Local League: provided that nothing herein contained shall prevent the payment in good faith or interest to any such member in respect of moneys advanced by him to the Local League or otherwise owing by the Local League or to any member of the Local League or other person in return for any services actually rendered to the Local League: provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any member of out of pocket expenses, money lent reasonable and proper charges for good hired by the Local League or reasonable and proper rent for premises demised or let to the Local League.

DOCUMENTS

29. The Executive shall provide for the safe custody of books, documents, Instruments of title and securities of the Local League.

FINANCIAL YEAR

30. The financial year of the Local League shall commence on the 1st October and close on 30th September.

DISTRIBUTION OF SURPLUS ASSETS

31. If the Local League shall be wound up in accordance with the provisions of the Associations Incorporations Act, and there remains, after satisfaction o all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Local League, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Local League, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Local League under or by virtue of Rule 28 (j) hereof, such institution or institutions to be determined by the members of the Local League.

REFEREES' ASSOCIATION

32. The Local League Referees' Association shall affiliate each year with the Local League and with the Divisional Referees' Association and be subject to the Rules of the QRL.

UNIFORMS

33. (a) The Local League shall register its uniform and require all Clubs within its jurisdiction to register their uniforms, with the Secretary of the Division on or before the 1st day of January each year. All uniforms registered must comply with such specifications as may be determined from time to time by the QRL and the Board of Delegates. Further, all such uniforms must display the QRL logo on jerseys and shorts. The Division shall refuse to register the Local League's or Club's uniforms if they do not comply with the Divisional Rules or directions of the QRL and are not distinctive. On registration the uniforms shall become the property of the Local League and/or Clubs.
- (b) Any referee may refuse to allow any player to take part in any match unless he is wearing the full registered uniform of the Local League or Club.

RULE BOOK AND NOTICE BOARD

33. Each member shall be entitled to a copy of the Constitution and Rules of the Local League, on written request to the Secretary. A copy of the Rules properly kept up-to-date by the Secretary shall be attached to the notice board. The notice board shall be kept in a prominent position in the Clubhouse, on which shall be displayed all notices required by the Rules, and matters of interest to members.

COMPLAINTS

34. All complaints shall be made in writing to the Secretary, who, if he shall be unable to deal with them, shall submit them to the Executive whose decision shall be final.

PROHIBITION OF CONDUCT

35. No member shall give the address of the Local League in any advertisement or use the Local League for business purposes without the written permission of the Executive first had and obtained.

INDEMNITY

36. All members of the Executive for the time being responsible for the management and control of the Local League shall be and are hereby indemnified out of the assets of the Local League against all actions, suits, proceedings, claims or demands whatever which may be brought or made against them, or any one or more of them, and also against all fines,

penalties, costs, charges and other expenses which may be paid or incurred by them, or any one or more of them, in consequence of the performance of their official duties or in consequence of any breach of any State or Commonwealth statute or any Local Government By-law committed on the Local League premises or grounds.

AFFILIATION

37. The Local League must sign and lodge with the QRL the QRL affiliation forms each year if the Local League desires the game of Rugby League Football to be played in the area of the Local League.

DEFINITIONS

38. In these Rules the following expressions have the respective meanings Ascribed to them:-

“Chairman” means the President of the Local League for the purposes of the Act.

“QRL” means The Queensland Rugby Football League Limited

“The Division” means the (name) Division of the QRL.

“The Board of Delegates” means the Board of Delegates of the (name)

“The Rules of the QRL” mean the Rules of the QRL.

“Executive” means the Management Committee prescribed under the provisions of the Associations Incorporation Act 1981.

“Officer of the Executive” means the Chairman, the Secretary or the Treasurer of the Local League.

“A” Grade Club” means a Club fielding a team in an “A” Grade competition.

“Other” Grade Club” means a Club other than an “A” Grade Club.

