



FPV TICKFORD OWNERS CLUB OF WA Inc. By-laws and Rules

This document is complimentary to the Constitution of the Club. If a conflict arises between these By-laws and Rules and the Constitution of the Club then the Constitution shall prevail.

These Bylaws and Rules may be altered, deleted or added to by unanimous agreement of Committee Members. When a change is made that change must be made available to all Members by the Committee together with an explanation of the reason for the change and seeking feedback from Members. If 10 or more Members oppose the change within 30 days of its publication then the Committee shall call a Club Meeting to discuss the change and resolve the issue with Members. A two thirds majority of those Members who attend the meeting at a vote on a resolution shall be final.

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Access to Club Records

(To be read in conjunction with Rule 25 of the Club's Constitution.)

Any financial member may inspect the Club Records in accordance with the following procedure and guidelines.

1. Member must forward a written request to the Secretary containing the type of Club Records they wish to inspect.
2. The written request is presented to the committee.
3. The secretary will arrange a date, time and place for the member to view the requested Club Records.
4. The member may view the club records and copy any details; however, may not remove the Club Records.
5. The Secretary or a proxy plus one other committee member that may have an interest in the Club Records being viewed to be available to answer any questions the member may have.

A Register to be kept of the written request minuting the viewing of the club records including the Members name, date, time and place and any questions from the member and response from the committee members present at the viewing.

Alcohol

The consumption of alcohol is not permitted at General meetings, or any event deemed a non-alcohol club event. E.g. Driver training days.

Club Logo

The complete Club Logo as watermarked and shown on top of page one (1) is the property of the FPV Tickford Owners Club of WA and any and all subsequent Logo's as approved by Committee from time to time shall be the property of the Club. The Committee shall determine how the Club may use the Club Logo. The logo is the property of Ford motor Company and Prodrive.



Club Magazine

The Club Magazine shall be known as FPV Tickford 'Xtra'.

The content of the Club magazine is and shall remain the property of the FPV Tickford Owners Club of WA. All members shall receive each edition of the magazine provided that they are fully paid up financial Members at the time of

publication. Honorary and Life Members shall also be provided with each edition of the magazine. The Editor and subsequently the Committee shall have the power of veto with respect to content, tone and subject matter submitted for publication. Unless specific arrangements have been made, the Club shall withdraw advertising from the Club Magazine where the advertiser has an outstanding debt with the Club, defined as unpaid 90 days after date of invoice. Should the debt continue to remain outstanding, the Treasurer shall use all reasonable means to recover such debt and once recovered any future advertising by the same advertiser shall be on a paid in advance basis. The content of the Club Magazine shall provide Members with Rules, photographs, future events, new Member details, for sale items, advertising, editorial, and any and all topics related to the Club and / or the Ford marque.

Club Runs

These are defined as Member activities in common where Members use their club registered car or alternative car in the event that the club registered car is unavailable in a social setting on a pre-determined date and time. The basis of Club Runs shall include touring, cruises, and travel to motoring events and display days. Club Runs shall **not** include, speed trials, drag racing, driver training days, rallies, hill climbs, timed events, endurance trials, or any official competitive event.

The appointed Social Director shall be responsible for all Club Runs, and such runs shall be consistent with the needs and nature of purpose of both the Club as a body and the Members. Non-members are permitted to participate by invitation of a club member, non-members are required to complete a Day membership form and pay a nominated fee for insurance.

Club Events

These are defined as Member activities in common where Members attend club events in a social setting on a pre-determined date and time. The basis of Club Events shall include General Meetings, Club Quiz Night, Club Xmas Party, attendance at any other similar social events as determined by the Club.

The appointed Social Director shall be responsible for all Club Events, and such events shall be consistent with the needs and nature of purpose of both the Club as a body and the Members. Non-members are permitted to participate by invitation of the club.

Club Driving Events

These are defined as Member activities in common where Members use their club registered cars in club events on a predetermined date and time not included in Club Runs. These can include Drag Racing, Driver Training Days, Hill Climbs, Rallies, Timed events, Endurance Trials, Speed Trials or any official club competitive event.

The appointed Social Director shall be responsible for all Club Events, and such events shall be consistent with the needs and nature of purpose of both the Club

as a body and the Members. Non-members are permitted to participate by invitation of the Club.

Club Points

Members are able to receive club points for attendance and participation at club sanctioned Runs/Events/Driving Events. At the end of each year Club Points are used in awarding first, second and third placed Club points Champions. Points awarded are:

Club Runs	-	2 points
Club Events	-	2 points
Driving Event Participant	-	3 points (club registered car)
Driving Event Participant	-	2 points (non-club registered car)
Driving Event Spectator	-	2 points
Club shirt/windcheater/jacket	-	1 point

It is the member's sole responsibility for the signing of Club Run/Club Event/Club Driving Events attendance register.

Annual Club Awards

The Club Awards shall consist of 1st, 2nd and 3rd place and Rookie of the Year as per the Club points system, as well as the Best Club Person Award and Tool Award decided upon by the Membership. All members are eligible.

GUIDELINES - CLUB TOOL AWARD NOMINATIONS

A Club Tool nomination has to be an ultimate blunder or a memorable funny act or action by a member for a particular incident witnessed by members during the year.

Must be for a specific event or related series of specific events. Should not be a generalisation based on personality / behaviour traits or personal circumstances.

Nominations relating to an event(s) that may be considered of a sensitive nature to the nominee should not be considered without consulting the nominee. For example an occurrence that resulted in vehicle damage or other event that resulted in embarrassment or injury to the nominee.

Any individual or group pattern nominations believed to be malicious in nature, or not believed to be the opinion of the broader membership should be considered by the Committee for exclusion.

If there are no nominations meeting the criteria, and of sufficient merit to justify the issuing the Tool Award, to the satisfaction of the Committee, the Tool Award should be withheld for that year.

Code of Conduct for all Members

Upon applying for and being accepted as a Member of the Club, all Members shall unconditionally agree to the following Code of Conduct:

OVERVIEW

The club wishes to foster a responsible, community minded mentality, and as such requires that its members behave in a suitable manner, abiding by all relevant laws and legislation especially when participating in official club events, or whilst displaying official club merchandise. Failure to act in accordance with club's code of conduct can and will result in sanctions being imposed against individuals where appropriate.

1. A Full Member undertakes to be financial at all times.
2. Any Member shall not behave in a manner that is prejudicial to the image and integrity of the Club.
3. All Members shall accept and abide by all directives and requirements of the club Committee as amended from time to time.
4. A Member shall unconditionally respect all fellow Members and in so doing shall not act in a threatening manner be it physical, verbally and/or otherwise including any and all litigation.
5. A Member unconditionally agrees to support the "Objectives of the Club" as set out in Rule 1 of the Club's Constitution and shall not act in any way that is or could be seen to be in conflict with this rule.
6. A Member shall not financially benefit from his or her Membership of the Club save and accept where such business enterprise is known and made known to the Committee at the time of the Members application for Membership or thereafter.
7. A Member from time to time may be contracted to provide specific services to the Club by the Committee and such services shall be provided on the basis of normal commercial terms save and accept where there is a specific agreement in writing between the Member and the concerned official parties prior to the execution of such service.
8. A Member by virtue of his or her Membership acceptance agrees to act as an ambassador of the Club and in the best interests of the Club at all times.
9. A Member shall not make representations for and on behalf of the Club without prior consent from the Committee.
10. Membership of the Club is conditional upon each Member being held accountable for their actions where such actions are found to be in contravention of any and/or all of the above stated requirements.
11. Where a guest is found to behave in a manner that is unacceptable, then the introducing Member shall immediately remove the guest without question from the function. All invited guests must abide by and advocate the rules of the Club at all times.
12. A Member shall drive at all times within the confines of the law at all Club activities.

Code of Conduct for Committee Members

1. Members of Committee shall not financially and/or materially gain from their Membership of the Committee.
2. Subject to Bylaw “Approval of expenditure of Club funds by the Committee”, Members of Committee shall not commit the Club to any expenditure and/or financial liability without first obtaining a minute in writing authorising them to do so unless it is clearly included in an annual Club budget previously approved by Committee.
3. Members of Committee shall not enter into any arrangement wherein a creditor of the Club shall be discharged from their financial obligation no matter what the circumstance may be.
4. Members of Committee shall not speak on behalf of the whole Committee as a governing body without first obtaining a minute in writing authorising them to do so. This includes passing judgments on an issue, passing comments, offering opinions where such acts can and could constitute a representation on behalf of the Committee.
5. Members of Committee’s first obligation are to all Members of the Club. Where a Member has an issue that needs to be dealt with, such issue shall be referred to the Committee for further guidance and action. Where such issue is very urgent and/or of a very sensitive nature, such referral shall be to the President in the first instance.
6. Members of Committee shall be issued with written documents including emails originating from Committee. Unless agreed otherwise, such documents are “privileged” and shall remain in the care of the Committee recipient. Unless agreed otherwise such documents shall not be photocopied, duplicated, transmitted electronically, and/or otherwise passed to any other Member or third party without the expressed permission of the Committee by way of written Minute.
7. Members of Committee shall be privy to matters and issues that are otherwise not available to other Members and/or the “public domain”. Unless agreed otherwise such information shall remain confidential and shall not be discussed with any party outside the Committee structure.
8. Members of Committee shall take care when entering into debate, fostering debate, or soliciting opinions from the Membership not to express opinions which the Committee Member knows to be in conflict with the Committee’s position.
9. Members of Committee are expected to represent the Club and to be the Ambassadors of the Club.
10. Members of Committee shall foster a safe and happy environment for the benefit of all Members of the Club.
11. Members of Committee shall not be part of and/or act in a manner that could discredit the Club, any other Committee Person, and/or the Committee as a management body.
12. The President, Vice President, Club Secretary and Treasurer shall have limited authority to act for and on behalf of the Club, as and when

necessary. Limits to this authority to act shall be determined by majority vote of the Committee.

Deposits (Club Events/Driving Events)

Deposits paid for Motoring Events are non-refundable as all Events are capped at a pre-determined number of entrants, unless of course the event is cancelled.

Members may find replacement members to fill their position in the Event, and upon receipt of payment from this member, a refund will be made.

Any member may apply in writing to the Committee, outlining exceptional circumstances as to why a deposit should be refunded if no other entrant can be found.

Disciplinary Action and Disputes of Members

(See Clause 27 in the Club's Constitution)

DISCIPLINE ACTION

The Committee shall have the power to expel any Club member who, in the opinion of not less than 2/3rds of the Committee members has been considered as having brought the club into disrepute, or constantly fails to abide by the constitution or by-laws, protocols set down by this club. Members who act or who have acted in a manner that is inconsistent with the Club's Constitution and/or these Bylaws and Rules, and/or have through their direct control acted to discredit and/or harm and/or inflict harm verbally or in writing, shall be the subject of disciplinary action from the Committee for and on behalf of the Members of the Club.

Suspension or Expulsion

Where the Club Secretary or any committee member receives a formal complaint that clearly sets out the nature, time and parties to the complaint it shall be immediately passed to the President and tabled at the next Committee meeting. The President shall determine if the matter should be dealt with immediately or referred to the Committee for further investigation and recommendations.

Based on the above provisions, the President and/or Committee by majority vote shall instruct the Club Secretary to issue a formal letter or email to the defendant of the complaint to "show cause" as to why disciplinary action should not be applied. The defendant has 7 days from the date of the notice to attend at the next Committee meeting. Upon acknowledgement of attendance of the defendant, the Club Secretary shall place the matter on the agenda of the next Committee meeting.

At the Committee meeting, the Committee must –

1. give the member, or the member's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the complaint; and

2. give due consideration to any submissions so made; and
3. decide –
 - a) whether or not to suspend the member's membership and, if the decision is to suspend the membership, the period of suspension; or
 - b) whether or not to expel the member from the Association.

The defendant is entitled to present to the Committee any material or person in support of his or her position. Should the defendant choose not to attend the next Committee meeting, and/or the defendant does not acknowledge the Club Secretary's letter then the Committee shall preside over the matter, on the basis that the defendant attends the Committee meeting, the matter shall be either upheld, or dismissed.

The defendant, should the complaint be dismissed, agrees that no further action shall take place between the defendant and the complainant, the defendant and the Committee, and the defendant and the Club, either by civil action, breaches of discrimination and the like, or any other form of litigation whatsoever. On the basis that the complaint is upheld, the Committee shall preside over a suitable disciplinary action consistent with the nature of the complaint, including a fine, temporary suspension of Membership, and/or expulsion as it sees fit given the circumstances.

A decision of the Committee to suspend the member's membership or to expel the member from the Association takes immediate effect.

The Committee must give the defendant written notice of the Committee's decision, and the reasons for the decision, within 7 days after the Committee meeting at which the decision is made.

The defendant has 30 days to lodge an appeal to the imposition by way of notice to the Club Secretary calling for an extra ordinary meeting. Upon receipt of such notice, the Club Secretary shall advise all Committee Members in writing of the extra ordinary meeting, giving the committee Members a minimum of 21 clear days' notice of the meeting.

The meeting shall be chaired by the President and only the topic of appeal shall be put to the Members at the meeting.

The meeting shall be conducted as follows:

1. The Club Secretary shall table the original complaint.
2. The defendant shall address the complaint.
3. The President shall set before the meeting the basis of the disciplinary imposition.
4. Members shall vote to uphold or dismiss the appeal by way of majority vote. These are the only matters that shall be discussed at this extra ordinary meeting and there shall be no questions from the floor including cross examination of President, Committee, and / or the Committee Members.

The defendant shall comply with the “no further claims provision” as set out above.

Consequences of Suspension

1. During the period a member’s membership is suspended, the member –
 - a) loses any rights (including voting rights) arising as a result of membership; and
 - b) is not entitled to a refund, rebate, relief or credit for membership fees paid, or payable, to the Association.
2. When a member’s membership is suspended, the secretary must record in the register of members –
 - a) that the member’s membership is suspended; and
 - b) the date on which the suspension takes effect; and
 - c) the period of the suspension.
3. When the period of the suspension ends, the secretary must record in the register of members that the member’s membership is no longer suspended.

RESOLVING DISPUTES

The procedure set out (the grievance procedure) applies to disputes –

- (a) between members; or
- (b) between one or more members and the Association.

The parties to a dispute must attempt to resolve the dispute between themselves within 14 days after the dispute has come to the attention of each party.

- (1) If the parties to a dispute are unable to resolve the dispute between themselves within the time required, any party to the dispute may start the grievance procedure by giving written notice to the secretary of –
 - (a) the parties to the dispute; and
 - (b) the matters that are the subject of the dispute.
- (2) Within 28 days after the secretary is given the notice, a committee meeting must be convened to consider and determine the dispute.
- (3) The secretary must give each party to the dispute written notice of the Committee meeting at which the dispute is to be considered and determined at least 7 days before the meeting is held.
- (4) The notice given to each party to the dispute must state –
 - (a) when and where the Committee meeting is to be held; and
 - (b) that the party, or the party’s representative, may attend the meeting and will be given a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the dispute.
- (5) At the Committee meeting at which a dispute is to be considered and determined, the Committee must –
 - (a) give each party to the dispute, or the party’s representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the Committee about the dispute; and

- (b) give due consideration to any submissions so made; and
 - (c) determine the dispute.
- (6) The Committee must give each party to the dispute written notice of the Committee's determination, and the reasons for the determination, within 7 days after the committee meeting at which the determination is made.

Social Media Rules

The Club utilises social media and website namely "fpv tickford owners club wa" and "secret fpv tickford owners club group" and www.fpvickfordclubwa.com.au.

All posting on social media is subject to the social media posting rules.

The objective of the club social media and website is;

1. To promote, foster and conduct the sport of automobiles and motor sport generally in all of its branches.
2. To promote friendship and courtesy on the road and in competition between members of the club.
3. To promote and engender social activities.
4. To conduct meetings and classes whereby members of the public may obtain knowledge enabling them to become better drivers and to maintain their vehicles in a high standard of efficiency.
5. To promote the benefits of owning, driving, restoring and the preserving of their Ford vehicles modified by Tickford Engineering along with all Falcon based XR model vehicles produced by Ford from the BA onwards as well as all vehicles built by Ford Performance Vehicles.
6. By agreeing to these rules, you warrant that you will not post any messages that are obscene, vulgar, sexually-orientated, hateful, threatening, or otherwise violative of any laws.

The Webmaster of the Club Social Media reserve the right to remove, edit, move or close any post for any reason or suspend social media members as endorsed by the committee.

General Rules

1. This is a moderated site, which means that there are a few simple rules in place to ensure that everyone is free to enjoy the community here without fear or favour.
2. Each member is allowed one login account. Registering with multiple accounts is not allowed.
3. Bullying of another member (defined as torment, threats, harassment, humiliation, embarrassment or otherwise targeting by another member) will not be tolerated. Any member engaging in this sort of behaviour will be removed from the platform without further recourse.

4. The site is provided mainly for the benefit of those wishing to discuss vehicle related matters (not exclusively Ford ones). This is NOT a free for all area and posts that either don't meet the criteria listed below or which are deemed to be unduly trivial in nature may be removed at the discretion of the moderation team.
5. While these rules cover most common situations, they cannot anticipate everything. Consequently, we reserve the right to take any actions we deem appropriate to ensure these Club Social Media forums are not disrupted or abused in any way. We also reserve the right to ban anyone who wilfully violates the Club Social Media forum rules, as access to our Club Social Media support forums are a privilege and not a right.
6. In short, the following things are not permitted:
 - a. Posts about or containing references to: religion, race, politics, illegal activities, sensitive or controversial subjects except at the discretion of the admin team.
 - b. Posts that are (or could reasonably be considered to be): defamatory, threatening, invasive of privacy, or which otherwise violate any law applicable within Australia.
 - c. Posts that are disrespectful or insulting to another forum member. Remember that everyone is entitled to their opinion as long as it is expressed in a reasoned manner.
 - d. Posts containing advertising material in any form except those posted by or on behalf of supporting site sponsors.
 - e. Posts that are deliberately argumentative or which fail to respect the opinion of another member.
 - f. SMS style posts - the odd generally accepted abbreviation is fine but posts full of SMS messaging text will be deleted.
 - g. Continual posts containing negative comments about the Ford Motor Company, Ford related product or the Club community. This does not mean that you can't raise a legitimate issue or make the occasional negative comment but consistent bashing won't be tolerated.
 - h. Posts containing contents of a Private Message (PM). The PM system is for one to one personal communication and public posting of those messages is a breach of the Privacy Act.
7. Posts which breach any of the points above will be removed at the absolute discretion of the administration team without notice.
8. Posts which breach any of the points above may also result in a warning being issued to the offender. These warnings can result in temporary (or permanent) removal of access to the forum and if sufficient warnings are given to an individual then that ban will become permanent.
9. If you feel that a post has been removed or a warning issued incorrectly then please use the Private Messaging system or email to fpvtickfordclubwa@gmail.com to discuss the issue with a member of the admin team rather than discuss the issue publicly.
10. Public posts debating these rules and/or moderators' enforcement of such, will be removed without comment.

Guests

All Members are encouraged to introduce their guests at all Club functions, events, sporting activities and the like. Guests attending such functions are the responsibility of the introducing Member and shall act in a manner consistent with the rights and privileges of Membership of the Club.

This rule is provided for the compliance and safety of all Members and guests during all Club activities.

Membership (Ford Vehicles originally modified by Tickford)

The objective of Rule 2.4(a) of the Club's Constitution is for vehicles marketed under the Tickford brand such as XR's, FTE, and later the T-Series.

Other versions of Falcon were considered if there was enough Tickford enhancements or DNA excluding those vehicles only fitted by Tickford with LPG system.

The following guidelines are specifically in relation to the eligibility of Ford vehicles with Tickford modifications that are not readily recognised as eligible vehicles for Club membership.

GUIDELINES - TO DETERMINE ELIGIBILITY

1. The owner must be able to demonstrate the options were fitted to the vehicle by Tickford Vehicle Engineering. Preferably by the vehicle Tickford ID plate under bonnet showing the VIN and Tickford enhancements or the original Vehicle Order documentation showing the options as being applied to the vehicle.
2. In principal vehicles will be considered eligible if they were delivered with three (3) or more performance oriented Tickford options. Noting:
 - LPG and Sunroof options are not considered Performance oriented Tickford options.
 - VCT Engine with Tickford wings badge are not considered a Tickford option.
 - Dealer or aftermarket fitted Tickford accessories are not accepted as contributing towards eligibility.
3. Committee must inspect vehicle for eligibility prior to accepting the Application.
4. If vehicle is not eligible for Full Membership the vehicle may be eligible for Associate Membership under Section 2.6 of the Club Constitution.

Membership (Discount members)

To be read in conjunction with Rule 2 of the Club's Constitution.

Discounted membership is a Club membership where the discounted member is the partner of a full paying financial member of the FPV Tickford Owners Club of WA.

This permits the partner to participate in all Club events utilising there nominated Club vehicle.

1. A discounted member has full voting rights.
2. A discounted member is *not* entitled to a new member starter pack.
3. A discounted member will *not* receive the edition of the Club Magazine "Xtra".

Should the full club membership associated with the discounted members membership become expired, or the full member be expelled from the Club the discounted membership be forfeited.

Membership (Life members)

To be read in conjunction with Rule 2.2 of the Club's Constitution.

Life membership is an honour bestowed on individual club members whose exceptional, loyal and outstanding service and contribution has provided measurable benefit to the club over an extended period of time.

Life Membership is recognised by the FPV Tickford Owners Club of W.A. as the highest recognition awarded to a member in acknowledgement of exceptional service and contribution: it should retain its prestige and not be awarded easily.

Processes and Criteria for Nomination

Process

1. Any full member can be nominated by any current full member/s
2. Nominations should include the nominator's reasons for the putting forward the candidate with the support of favourable applications demonstrating minimum membership and service requirements and examples meeting the criteria.
3. This should be a written document and signed by the nominating member/s and passed to the Club secretary to be tabled at the next committee meeting.
4. Life Membership cannot be nominated by or supported by an immediate family member.
5. In the event the nominee is serving on the Committee at the time of nomination, that person must be removed from any deliberation on the nomination.

6. The nomination will be reviewed by the Committee to confirm that the selection criteria has been satisfied. If appropriate, at this time the Committee can appoint an individual or subcommittee to further research the nomination and report back to the Committee.
7. In the event that the nomination is deemed by the Committee not to meet the criteria, the Committee needs to provide documented evidence on what the final decision was based on and provide to the nominating member.
8. If the nomination has been ratified by the Committee it will be presented to the Annual General Meeting for final ratification by the membership of the nomination and awarding of Life Membership.
9. Life Membership must be recorded in the Club's official records.
10. The granting of Life Membership and the recipient's service to the club should be publicised in the Club's media and any other club communication tool considered appropriate.

Criteria

Life Membership should not be considered as a competitive matter and nominees must be considered individually and on their personal attributes and achievements and not in comparison to others. While it is inevitable that comparisons will be made with past recipients, direct comparisons should not be made.

Granting Life Membership is a balancing exercise. Criteria are provided as guidance, but it is the overall contribution of the nominee that must be evaluated. There is necessarily some subjectivity in the granting of Life Membership, nominee's strengths against the various criteria will vary.

To assist with the nomination, all of the following criteria should be considered.

For any of the relevant criteria the nominee should have demonstrated an exceptional contribution beyond the ordinary for an extended period of time, which has a measurable benefit to the Club and membership.

1. Associate members are not eligible.
2. Minimum of 10 years continuous Club membership.
3. Minimum of 5 years in specific committee roles that contribute to the benefit of the Club.
4. Has the nominee demonstrated attitude and demeanour that reflects dedication to the values of the Club?
5. Has the nominee's contribution resulted in major benefits to the Club and its members?

6. Has the nominee provided valued leadership around the Club and/or is considered a role model?

Objections and Retractions of Life Membership.

In the case of an objection, the objecting member has to provide strong reasons and evidence that counteracts the fundamentals of the Life Membership selection criteria. The Committee needs to provide and document evidence the final decision was based on.

Retraction of Life Membership bestowment may occur where the recipient has conducted themselves in a manner that reflects directly or adversely on the image or activities of the Club. This provision will only be exercised in exceptional circumstances and will require the full support of the Committee. As part of the deliberation the Life Member in question is also to be given an opportunity to present their case for retention of their status.

Life Membership Benefits

1. Full Membership for Life with no fees.
2. Life Membership commemorative Badge and Trophy.

Membership (Day)

Non-Members wishing to participate in a Club Activity that is covered by a CAMS Permit are required to complete a Day Membership Form and pay a nominated fee.

Name of Club

1. The Club shall be known as the FPV Tickford Owners Club of WA Inc.
2. The name as above is intended to be symbolic and shall not be altered from the Intention of the Objectives of the Club as set out in the Constitution, save and except for any ASIC, and/or statutory requirements with respect to corporate compliance.
3. Should the nature of the Club change significantly from the intended purpose, the Ordinary Members through a Special General Meeting may vote for a name change.
4. All Members are to be advised in writing of both the Special General Meeting and the proposal to change the name of the Club.
5. For a name change to take full and final effect the vote can only be carried by a majority of 75% of the total voting Members at that meeting.
6. Where a name change has full and final effect the Club Secretary shall advised all Members of the name change in writing within 14 days of the change taking effect.
7. The Club Secretary shall as soon as practicable advise the Club's bankers, Solicitors, committee and/or Trustees, insurers, Register Secretaries and ASIC of the name change.

Outstanding Monies

The Club does not provide Members with Credit Accounts.

1. Any Member who fails to pay their annual subscriptions by the due date in each year shall be deemed to be unfinancial.
2. Members who are deemed to be unfinancial shall have all rights and privileges suspended until payment in full is received.
3. Full Members and sponsors who contract with the Club for the purposes of commercial advertising and the like are expected to settle such obligations within 30 days from the date appearing on the commercial invoice as issued by the Club.
4. Should the debt to the Club, as described in 3 above, remain outstanding for a total of 60 days from the date invoiced, then the parties shall be considered to be unfinancial.
5. Should a commercial debt remain outstanding beyond 90 days from the date invoiced, the parties shall be suspended from Membership until payment in full is received and the Club may take appropriate action to recover such debt.

Penalties

Penalties for breaches of the By-laws will range from a formal written caution to expulsion from the Club involving a 75% vote by the Committee.

Privacy Policy - Preamble

The Club values the importance of maintaining the confidentiality and privacy of its Members and suppliers. The Committee shall adhere to the Privacy Act 1988 and subsequent amendments. Our Privacy Policy sets out to outline in plain English:

1. The collection of your personal information;
2. How we use and disclosure your personal information;
3. The quality of your personal information;
4. How you can access your personal information;
5. Security of your personal information; and
6. How to contact us.
7. What we collect and how we collect it

We generally collect personal information directly from you, for example, when you deal with us in person, mail, over the telephone or via our web site. The nature of personal information collected and maintained by us generally comprises information such as your name and address, your contact details (telephone and e-mail address) and Ford vehicle details.

Financial information is held and recorded only to the extent that we require to

process your financial transactions with us.

The only purpose that we have in collecting or holding this information is the efficient management of the Club in accordance with the Club's Constitution.

The Club will only record your e-mail address if you send us a message. Your e-mail address will only be used or disclosed for the purpose for which you have provided it and it will not be added to a mailing list or used or disclosed for any other purpose without your consent.

Users are advised that there are inherent risks transmitting information across the Internet. What do we use it for? Information is collected for the purposes of establishing and maintaining the data records that allow for the efficient management of the Club and its activities.

We only use your personal information for internal administration and to assist us to identify and inform you of activities conducted by us that may be of interest to you.

We will use reasonable endeavours to prevent the disclosure of your personal information except to the extent:

1. Indicated at the time you supply the information to us or expressly permitted under any agreement with you;
2. Required for performance by us of our activities for you;
3. Required under compulsion of law or provided in cooperation with any government authority or The Associations Incorporate Act 1987;
4. Where it is already publicly available or it is disclosed by us in a manner that does not readily permit identification of information relating to you.
5. We undertake not to sell, rent or trade your personal information.
6. Selected personal information may be shared among the Members of the Club unless you notify us otherwise.

ACCURACY AND QUALITY OF INFORMATION

We will use reasonable endeavours to ensure that the information held is accurate and will update our records at the earliest opportunity following notification of any errors or changes.

What information does the Club have on me?

On request, you may access personal information collected and held by us. Further, if you believe that your personal information is not accurate, or incomplete, you may request that we make necessary corrections, additions or deletions. In order to do so, we ask that you put your request in writing.

Who uses it and is it secure your personal information will be held in a responsible manner, with access limited to those with a legitimate "need to know", bona fide officers of the Club or those in the Club with the delegated authority of the Committee.

Any questions, Should you wish to discuss any aspect of this privacy statement, or would like more information on our approach to privacy, please do not hesitate to contact us.

Prohibition of use of Club name and address

The Club name, FPV Tickford Owners Club of WA, is and remains the property of the Club and its Members.

1. Members are not entitled to use the Club name without prior written authorisation from the Committee.
2. The Committee shall, from time to time and in the course of carrying out its responsibilities, use the name provided always that no individual Member shall personally gain materially and/or financially by the use of such Club name.
3. The Committee shall not unreasonably withhold the authorisation to use the Club name to a Member where such use is determined to be in the best interests of the Club.
4. The Committee in all instances acts as Trustee of the Club name and shall use all reasonable endeavours to apply the name legally and responsibly in carrying out of the Club's general activities.
5. These provisions exclude purchased car stickers, clothing, regalia and publications such as the newsletter, that are by virtue of prior consent already in the public domain.

Regalia

The Club may from time to time offer Members merchandise that includes the Club Logo. The provision of such merchandise is made on the following basis:

1. The Member shall not take possession of such merchandise until fully paid for.
2. The Member shall not pass the merchandise to any persons other than to other Members on a non-profit basis.
3. The Merchandising Officer shall be responsible for the following:
 - a. The provision of merchandise to Members.
 - b. The design, development and purchasing of such merchandise.
 - c. The control of merchandise that may be authorised to be on "consignment" to authorised re-sellers that have prior approval from the Committee.
 - d. A regular stock valuation submitted to the Treasurer on a quarterly basis.
 - e. The reconciliation of purchases, sales, and stock holding on a quarterly basis.

- f. The development of a marketing plan that provides for seasonal items, disposal sales, special offers, and promotional events such as the All Ford Day.
 - g. The safe keeping of all working stocks.
4. Merchandise samples remain the property of the FPV Tickford Owners Club of WA.

Register of Member's Vehicles

The Club shall keep and maintain a computer based Register of all club eligible cars that are owned and / or in the authorised control of all Members. FPV Tickford Owners Club of WA members shall respect and show diligence to other clubs and manufacturers.

1. The Secretary shall develop and maintain a Register as described above.
2. The details of this Register shall not be disclosed to any third party excepting for the use by the Club in the management of the Club's activities.
3. All Members have a responsibility to advise the Secretary of any changes they have to the ownership of their cars.
4. All Members accept that their car details shall be made available to the Secretaries, as and when required.
5. Where the Club needs to satisfy a request for the provision of a particular model car, commercially or otherwise, the Member may be approached by the Secretary and the Member has the right to decline such request of use.

Sub-Committees

The Committee from time to time may form special sub-Committees to assist the Committee in the management and further development of the Club. Sub-Committees shall be formed and managed on the following basis:

1. The Committee shall vote by majority to the forming of a specific sub-Committee.
2. The sub-Committee shall have a Committee Member as its chair.
3. The sub-Committee shall enter into a minute book all business and actions agreed and such minutes shall be submitted to the Club Secretary for tabling at a Committee meeting.

Sub-Committees shall provide management assistance of Club business matters such as, but not limited to, sporting events, car shows, finance, Membership, social activities.

Voting - Absentee

(To be read in conjunction with Rule 20 of the Club's Constitution.)

Absentee voting is where a member who wishes to vote at any EGM or AGM of the incorporated association and is unable to attend meeting.

1. Member request to Secretary that you intend to submit absentee vote.
2. Secretary to confirm member is financial.
3. Secretary to register the request in Absentee Voting Register.
4. Secretary forward to Member:
 - a. Self-Addressed Envelope to Returning Officer.
 - b. Voting Form.
5. Member to complete voting form and add member details to the back of the self-addressed envelope, sign and date.
6. Returning Officer to update the Absentee Voting Register that Voting form has been returned.
7. Returning Officer to confirm that member is Financial.
8. Hand voting form to those tallying votes.

Concessional Code 404 Vehicle Rules

1. The FPV Tickford Owners Club of WA Inc. (the Club) is a member of the Council of Motoring Clubs of WA (CMC) and this body represents the interests of around 97-member car clubs in WA to the State Government with respect to vehicle concessional licensing.
2. We the FPV Tickford Owners Club of WA Inc; must abide by the rules and regulations laid down by the CMC and Department of Transport of WA (DoT).
3. It is the owner's sole responsibility for all aspects of the Code 404 and the operation of a roadworthy vehicle.

Code 404 Statuary Requirements.

1. Eligible vehicles 25 years or older.
2. Consistent with the E81 Form noted in clause 4 of the 'FPV Tickford Owners Club of WA Code 404 Requirements'. Vehicles must be factory standard or factory optioned. Modifications are not permitted, unless approved in writing by the CMC Technical Committee. The onus is always on the owner to fully comply with all the requirements of Code 404 including remaining a financial member of a car club and maintaining the vehicle in an original unmodified condition. Failure to do so will result in the vehicle being deemed unlicensed and therefore uninsured.

3. The use of the vehicle is limited to:
- a) any recorded event organised by the Club;
 - b) in normal circumstances, the event should be advertised by the Club for e.g. via newsletter, website or social media. Use of a vehicle participating in an impromptu event involving one, or more Club vehicles, may be acceptable, and must be recorded in the Club's '*Register of Attendance of Club Events/General Meetings and Single Car Use by Financial members with Concessional Licence*'. An 'impromptu event' consists of one day events only, meaning that the event must commence and end on the same day. Impromptu use does not include a Practical Driving Assessment.
 - c) participating in rallies organised by approved historic motoring clubs;
 - d) participating in processions for which an Order for road closure has been made by the Commissioner of Police under s.81C of the Road Traffic Act 1974;
 - e) exhibiting the vehicle in displays, fetes or similar functions conducted for religious, charitable or educational purposes;
 - f) preparing for, proceeding to, and returning from the above activities;
 - g) travel in order to have the vehicle repaired;
 - h) a mechanic, restorer or authorised examiner may drive the vehicle for road-testing, following repairs or vehicle inspection;
 - i) the vehicle may be driven by an appropriately licensed driver for road testing or maintenance related trips within a 30-kilometre radius from the place where the vehicle is garaged or repaired. In exceptional circumstances where a longer journey is necessary, such travel must be reasonable and justifiable by the vehicle operator. The details must be recorded in the Club '*Register of Attendance of Club Events/General Meetings and Single Car Use by Financial members with Concessional Licence*'. A letter of approval from the Club must be carried in the vehicle for the duration of the journey;
 - j) the vehicle cannot be used for general transport or to commute to or from the driver/owner's place of employment; and
 - k) ceremonial purposes (weddings, formals, funerals) involving immediate family members, provided that: -
 - the Club has approved the use of the vehicle at the event;
 - the owner has received no payment or any other reward for supplying the vehicle; and
 - the event is recorded in the Club's '*Register of Attendance of Club Events/General Meetings and Single Car Use by Financial members with Concessional Licence*' and a letter of approval from the club is carried in the vehicle for the duration of the event.

4. Concessional identification plates or stickers with the word "HISTORIC" can be purchased from CMC and remain the property of the vehicle owner. These must be displayed above or below WA License plates. Stickers are only to be used where it is impracticable to fit a metal plate and must be adhered to a surface as vertical as practical, and as close to the number plate as possible.
5. The concessional license is NOT TRANSFERRABLE to any member of the public who is not a financial member of an approved club. Therefore, should the vehicle be sold, the WA Plates are to be removed and handed in to DoT Licensing. The new owner must then make their own licensing arrangements.
6. Should the vehicle to be sold to a financial member of an approved car club, the purchaser should attend a DoT Licensing with proof of ownership and the CMC1 form (*Certification of Financial Membership and Vehicle Compliance*) from their club as well as the DoT form MR9 form (*Notification of Change of Ownership*).

FPV Tickford Owners Club of WA Inc. (The Club) Code 404 Requirements.

1. Owners that wish to have their vehicles on code 404 through the Club must be a current financial member by the 31st December each year. No extension will be permitted; members MUST always remain financial.
2. The annual cost to have a vehicle entered in the Club '*Register of Financial Members with Concessional Licence*' will be a nominated fee, per car per annum.
 - a) The Club will require the vehicle to be presented for inspection at a General Meeting, by prior arrangement, prior to acceptance for concessional license by the Club.
 - b) For a vehicle to be considered for a concessional licence initially it must be currently registered, roadworthy and original.
 - c) The Club reserves the right to reject an application for a concessional licence if in contravention of the above.
3. Vehicles are permitted to be used as "Single Car Use". Approval must be sought from the Club and the authority carried in the vehicle. This type of use will not be considered part of the member's obligations to meet minimum number of Club Events/General Meetings to be attended.
4. When applying for a concessional licence, owners must provide the CMC1 form (*Certification of Financial Membership and Vehicle Compliance*), obtained from the Club Secretary as well as a DoT form E81 (*Vintage / Veteran / Post Vintage / Invitation Class Vehicle Licence Concession Application*) at the Licensing Authority. When approved the member must provide a copy of the DoT form E81 (*Vintage / Veteran / Post Vintage / Invitation Class Vehicle Licence Concession Application*) plus a copy of the new current Vehicle Registration form to the Club Secretary.

5. CMC1 form (*Certification of Financial Membership and Vehicle Compliance*) to be signed by the Club Secretary.
6. The vehicle under concessional licence must be used at a minimum of four (4) official Club Events/General Meetings during each financial year. If more than one concessional licensed vehicle is owned, then an adjusted number of Events/General Meetings per vehicle is required as follows;
 - a) One Concessional Vehicle - Four (4)
 - b) Multiple Concessional Vehicles;
 - i. Two Vehicle - Two per vehicle
 - ii. Three Vehicles - Two for 1 and one each for the other 2
 - iii. Four or more Vehicles – One for each vehicle.
7. The Club requires a member with a concessional licenced vehicle on its Register to have these attendance requirements documented on Register of Attendance of Club Events/General Meetings and Single Car Use by Financial members with Concessional Licence that is held and maintained by the Club Secretary. Members are required to present themselves to the Secretary who will sight the Concessional vehicle and complete the Register of Attendance of Club Events/General Meetings and Single Car Use by Financial members with Concessional Licence on the member's behalf. The documented attendance of Club Events/General Meetings will be tallied on or after the 31st December each year.
8. In the event a member does not attend the required number of Club Events/General Meetings, as is stipulated in point 6 and cannot provide evidence why they were unable to do so, the Club will **NOT** renew the concessional status of the vehicle and will inform the CMC that the vehicle is no longer eligible for concessional licence through the Club.
9. A Concessional Licensed Vehicle that is under restoration will be reviewed based on yearly progress update. Sufficient progress must be evident to enable the concessional license to remain valid.

By Law and Rules AMENDMENTS (As Approved by the Committee)

Date	Items Number	Change
02/02/08	Added	Membership (Discounted member)
02/02/08	Added	Proxy Voting
02/02/08	Amend	Change 10 days to 30 days in Discipline
02/02/08	Amend	Colour change to Club logo
11/08/09	Added	Access to Club Records
11/08/09	Amend	Forum Rules
11/08/09	Amend	Proxy Absentee Voting
11/08/09	Amend	Privacy Policy
11/03/11	Added	Membership (Life member)
13/05/11	Amend	Club Runs
13/05/11	Added	Club Events
13/05/11	Added	Club Driving Events
13/05/11	Amend	Club Points
13/05/11	Amend	Deposits
17/06/11	Added	Membership (Day)
21/08/11	Amend	Forum Rules
01/12/12	Amend	Access to Club Records
12/01/13	Added	Annual Club Awards
11/04/14	Deleted	Forum Rules
11/04/14	Added	Internet Rules
12/10/18	Amend	Club By-Laws amended to bring in-line with updated Club Constitution dated 28/05/2018. Sections amended were: Access to Club Records; Club Magazine; Club Runs; Club Events; Club Points; Annual Club Awards; Disciplinary Action and Disputes of Members; Social Media Rules; Membership (discount members); Outstanding Monies.
11/10/19	Added	Concessional Code 404 Vehicle Rules
16/07/21	Amend	Concessional Code 404 Vehicle Rules (Fees)
23/11/21	Amend	Membership (Life members)
01/03/22	Amend	Concessional Code 404 Vehicle Rules (Impromptu Runs)
08/04/22	Added	Guidelines – Club Tool Award
13/05/22	Added	Membership (Ford Vehicles originally Modified by Tickford)