



MACQUARIE TOWNS MOTORCYCLE RESTORATION AND PRESERVATION CLUB INC. CONSTITUTION

ABN 66 298 631 159

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PART ONE:
THE CONSTITUTION

1. NAME:

The Club shall be known as the **MACQUARIE TOWNS MOTORCYCLE RESTORATION AND PRESERVATION CLUB** and will be referred to as **The Club** in this constitution.

2. AIMS AND OBJECTIVES:

To promote and foster the restoration, preservation and use of motorcycles ten (10) years old or older.

3. COLOURS AND EMBLEM:

The Club colours are blue and white and the emblem is as shown on the cover of this document.

4. MEMBERSHIP:

Persons interested in the restoration, preservation and use of motorcycles ten (10) years old or older.
The membership shall be limited to **two hundred (200) normal members plus life members**)

JOINING: Persons wishing to join the Club must be nominated in writing, signed by a nominator and a seconder, both of whom must be financial members of the Club. The nomination will contain the proposed member's name and address and must be accepted by a general meeting.

NEW MEMBERS: That special consideration may be given by the Club committee to approve new member's applications for Historic Registration provided the member demonstrates active participation in Club activities or has a history of prior club activity.

FULL MEMBER: Persons over sixteen (16) years of age with an active interest in the restoration, preservation and use of motorcycles ten (10) years old or older.

ASSOCIATE MEMBER: Persons over sixteen (16) years of age who are interested in the Club and are related to a full or life member of the Club. Associate members are non-financial, do not have voting rights and are not permitted to act in a management role.

LIFE MEMBER: Any member may be proposed as a life member of the Club by other members. The proposal must be submitted in writing to the committee of the Club and be signed by a proposer and a seconder.

The proposed life member must:

- (A)** Have had a minimum of fifteen (15) years continuous membership with the Club and have made a worthwhile contribution to the running of the club with an ongoing commitment to the Club's activities, and
- (B)** Have had five (5) years of service in a functional position on the committee or as an office bearer.

The Committee has the discretion to decide on special circumstances which could bestow life membership.

The committee will consider the proposal and if approved, will recommend to the members at an annual general meeting that the nominated member be elected as a life member; sixty-six percent (66%) yes vote of those present who are entitled to vote is required for the acceptance of the proposal.

The number of life members shall not exceed ten percent (10%) of the paying membership.

Life members shall be entitled to a life member's badge and have their names printed in the Club's magazine with the office bearers.

Life members shall continue to hold all the privileges and rights of a financial member for life.

5. FEES AND SUBSCRIPTIONS:

Annual subscriptions will be set at the annual general meeting for the following year, or by a special meeting if a special need exists.

Annual fees must be paid by 31 December.

6. UNFINANCIAL MEMBERS:

An **un-financial member** is any member who has **not paid** his/her fees by the **commencement** of the **January** general meeting.

That un-financial member will be **removed** from the **membership list**

7. RESIGNATIONS:

Resignations from members will be accepted in writing stating the reason(s) for their resignation. Resignations may be rejected if the reason for the resignation:

Discredits the Club or its members

The member is un-financial

The member is under suspension

8. DISCIPLINE:

Any member may be suspended or expelled for unseemly conduct at Club meetings or functions. They may also be suspended or expelled for any act detrimental to the Club outside Club activities. Members who have been suspended or expelled have the right to address a meeting in his/her defense during general business of the next ordinary general meeting.

In the event that an agreement or resolution cannot be reached when all avenues within the Club have been exhausted, the matter shall then be referred to a community justice center in accordance with the Community Justice Centre's Act 1983.

9. MANAGEMENT:

Rev.6

Management of the Club shall be vested in members at general meetings and/or such committees as appointed by annual or special general meetings. Members may be appointed as, librarian, photographer, data list keepers, etc. Persons may be appointed as machine examiners and shall be responsible for the inspection of machines to allow the issuance of HVS/CVS plates.

Sub-committees may be formed from time to time by the president for specific tasks. Each member of the committee or sub-committee is subject to the rules set out in this constitution and by-laws. Members of the committee shall hold office until the conclusion of the annual general meeting following the date of the member's election, but are eligible for re-election. Members of sub-committees shall hold office until the task of the sub-committee has been completed or the discharge of the sub- committee, or a member of the sub-committee by the president.

The Executive Committee

The committee shall consist of:

- The President;
- The Vice-President
- The Registrar
- The Treasurer
- The Secretary
- The Events Director

In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the Club to fill that vacancy and the member so appointed shall hold office, subject to the rules of this constitution, until the conclusion of the annual general meeting following the date of the appointment.

DUTIES OF THE EXECUTIVE COMMITTEE

The committee shall be the committee of management of the Club and, subject to the rules and by-laws of this constitution and to any resolution passed by the members of the Club at a general meeting:

- (i) is to control and manage the affairs of the Club, and
- (ii) may exercise all such functions as may be exercised by the Club, other than those functions that are required by this constitution and by-laws to be exercised by a general meeting of members of the Club, and
- (iii) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the Club.

ELECTION OF THE MEMBERS OF THE COMMITTEE AND OFFICE BEARERS:

Nominations for the positions of members of the committee and office bearers require a proposer and a seconder at the annual general meeting which then requires a vote by the majority of the members present at the meeting who are eligible to vote.

DUTIES OF THE MEMBERS OF THE COMMITTEE AND OFFICE BEARERS:

The President: shall preside as chairman at each meeting of the Club.

The vice-president: shall act in the position of the president in his/her absence.

If the president or the vice-president are absent or are unwilling to act, the members present shall elect one of their number to preside as chairperson at the meeting.

The treasurer: shall ensure that all money due to the Club is collected and received and that all payments authorised by the Club are made and that correct books and accounts are kept showing the financial affairs of the Club, including full details of all receipts and expenditure connected with the activities of the Club.

The assistant treasurer: shall act in the position of treasurer in his/her absence

The Secretary: the secretary must, as soon as possible after being appointed, lodge notice with the Club of his/her address.

It is the duty of the secretary to:

- (i) keep minutes of the appointments of office bearers and members of the committee of the Club
- (ii) record the names of committee members present at meetings
- (iii) record all proceedings at committee and general meetings
- (iv) record the minutes of proceedings at meetings which must be signed by the chairperson of the succeeding meeting.
- (v) receive incoming Club correspondence for presentation at general meetings
- (vi) prepare the Club's outgoing correspondence
- (vii) maintain a file containing a record of all the Club's affairs
- (viii) be the custodian of the Club's common seal.

The assistant secretary: shall act in the position of secretary in his/her absence

The Membership officer: shall maintain a register containing the names and details of all Club members. The register shall be kept strictly confidential. The register must be kept at the principal place of administration. The officer shall also process all applications for membership and present at the general meetings for acceptance

The Public officer: shall ensure that the Club complies with its legal obligations including forwarding a return of the Club's activities for the year to the Department of Fair Trading no later than eight (8) weeks after the annual general meeting. The public officer shall also ensure that the Club maintains the requisite insurance to comply with the relevant requirements.

The Registrar: Shall assess the suitability of vehicles and maintain a register of club member HVS/CSV registered vehicles and inspection reports and ensure that the club is current with RMS and NSW vehicle requirements and that all club inspectors are acting in a uniform manner.

The assistant registrar's (2): shall act in the position of the registrar in his/her absence.

The machine examiners: are to be currently or past authorized RMS vehicle safety inspectors or persons deemed by the committee to be sufficiently qualified and competent to carry out inspections of machinery to comply with the RMS safety requirements.

The Events Director: shall be responsible for the operation of the events committee to ensure that Club activities are planned and in the Club's magazine. Also, that the attendance book is maintained at the various events and that reports of those events are made available to the magazine editor in a timely fashion for inclusion in the Club's magazine.

The events committee members: shall assist the events coordinator in the planning, organization and staging of Club events as requested.

Midweek events director: shall nominate the midweek Club run destinations, advise the magazine editor of upcoming midweek events and provide reports on past midweek runs for inclusion in the Club's magazine.

Midweek events assistants: shall act in the position of midweek events director in his/her absence.

Publicity officer: is responsible for seeking editorial support for the Club in media.

Magazine editor: is responsible for the content, production and distribution of the Club's magazine.

Regalia and property officer: is responsible for the procurement and sale of various items identifying and associated with the Club. He/she is also responsible for the safe storage, control and the maintenance of an inventory of all such stock.

He/she shall also maintain a property register of all the assets of the Club and shall undertake an audit of those assets once per year and present the asset register to the president for signature at the annual general meeting.

Machine valuer: shall be nominated for their knowledge of historic motorcycles and be responsible for providing an estimate of valuation of machinery when required.

Librarian: shall maintain control of the Club's video and written materials and where ever possible, add items of interest to the collection and he/she will also make known to the members any new and interesting materials.

10. MEETINGS:

The annual general meeting will be held in the month of August, or as soon thereafter as possible (August). Business will be to confirm and adopt the minutes of the previous annual general meeting, to receive the treasurer's report and balance sheet, to receive other appropriate reports, to elect the following officers; the president, vice president, secretary, treasurer, auditor, patrons and other committees, office bearers and appointments as required.

A special general meeting may be called at an ordinary general meeting or by the president or secretary on request in writing by five (5) members in the case of the executive committee failing. Five members may form a committee to call a special meeting giving notice of seven (7) days.

General meetings are to be held at a time and place appointed. The order of business will be: apologies, welcome visitors, confirm and adopt the minutes of the previous general meeting, correspondence, reports, special business by notice and general business.

Five (5) members constitute a quorum at all general meetings. The president as chairman will ensure that meetings are kept orderly and that accepted rules of debate are adhered to. The secretary will keep minutes of all meetings and attend to all Club correspondence. An assistant or minute secretary may be appointed. The treasurer will keep an account of all money received and paid out and prepare a balance sheet for the annual general meeting. In the event that an officer is absent for three (3) consecutive meetings without leave of absence or apology, the chairman may declare the position vacant.

11. RESCISSIONS:

After being adopted in the minutes of a meeting, a resolution shall not be rescinded except by notice prior to the next general meeting.

12. NOTICES:

A notice will mean a notice tabled at a meeting prior to the next meeting, or by mail or personal contact if considered necessary.

Notice of committee meetings shall be extended to office bearers so that they may take part in the discussion of business to assist the committee in their deliberations. However, the committee may meet at any time, without notice and in their own right, to discuss Club affairs and, if considered necessary, prepare recommendations for the membership's consideration.

13. SERVICE OF NOTICES:

For the purposes of this constitution a notice may be served by or on behalf of the Club on any member either personally or by sending it by post to the member's address as shown in the Club's register of members. If a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document is, unless the contrary is proved, taken for the purposes of this constitution to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

14. BANKING:

All Club banking will be carried out with an approved cheque drawn on the Club's account and shall be signed by two (2) of the following: president, secretary, treasurer and assistant treasurer. Small working accounts may be opened and operated by other signatories as needed

15. CHANGES TO THE CONSTITUTION:

This constitution may be altered or added to at an annual general meeting, a special general meeting or the special business of a general meeting by notice.

Any such amendments shall be incorporated into the constitution document as soon as possible by way of an amendment page and shall be included into the principal document at the next reprint.

16. CONSTRUCTION OF ELIGIBLE MACHINERY:

To be accepted into the Club, Vehicles must display a nature, appearance and construction in accordance with the period of production. Vehicles will be preserved or restored to as near as the original construction as possible as determined by the Registrars.

17. AFFILIATIONS:

The Club will be affiliated with such other organizations as required for the purposes of insurance and representation on issues common to the aims and objectives of the Club.

18. WINDING-UP:

In the case of the Club lapsing owing to a lack of membership, all accounts will be paid and the remaining funds donated to The Royal Institute for Deaf and Blind Children or another nominated charity.

19. MEMBERS LIABILITIES:

The liability of a member of the Club to contribute towards the payment of the debts and liabilities of the Club, or the costs charges and expenses of the winding-up of the Club, is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required in item 5.

20. DATE OF ADOPTION OF THE ORIGINAL CONSTITUTION:

15th October 1984

SIGNED BY:

K. Ausseil — President

T. Hilsden — Secretary

J. Chapman — Treasurer

21. DATE OF THE ADOPTION OF THE REVIEWS:

12th July 2004

SIGNED BY:

A. Adamson — President

R. Smith — Vice President

S. Bennett — Secretary

K. Toovey — Treasurer

REVIEW #2:

11TH July 2005

SIGNED BY

A. Adamson – President

R. Smith -- Vice President

S. Bennett -- Secretary

K Toovey -- Treasurer

REVIEW # 3:

9th November 2006

SIGNED BY

A. Adamson – President

D. Howe – Vice President

S. Bennett – Secretary

P. Wood - Treasurer

REVIEW # 4:

8th August 2016

SIGNED BY

Garry Appleyard – President

Peter Drury – Vice President

Clyde Ikin – Treasurer
David Stimson – Secretary

REVIEW # 5:

14th August 2017

SIGNED BY

Peter Drury – President
Garry Appleyard – Vice President
Clyde Ikin – Treasurer
David Stimson -- Secretary

REVIEW # 6:

Approved

Greg Freeman – President
Peter Drury – Vice president
Clyde Ikin – Treasurer
Kathleen Toovey - Secretary

PART TWO:

BY-LAWS and RULES

HISTORIC VEHICLE SCHEME (HVS) and CLASSIC VEHICLE SCHEME (CVS)

The MTRMRPC operates under the LOG BOOK ENTRY SCHEME

1 ELIGIBILITY:

- 1.0 All vehicles must be a minimum of 30 years old; the onus of proof of age shall be with the applicant for HVS /CVS Plates. However, the final arbitrator shall be the Club Committee and Registrar.
- 1.1 Cars are eligible under certain additional conditions, being that the owner is a paid up member of long standing (normally 5 years or more) or is no longer able to ride a motorcycle and be limited to one car only .
- 1.2 Vehicles must be of a presentable appearance and display an appearance, construction and specification in accordance with the period of production, the vehicle must be shown to have not been modified from its original specification and design to any significant extent.
- 1.3 For safety reasons permitted modifications or alterations are such as but not limited to:
 - (a) Fitment of an improved braking system, within the original period of production of the vehicle.
 - (b) Fitment of modern tyres, with nil modification to the frame components.
 - (c) Fitment of turn indicators.
 - (d) Fitment of lighting equipment (e.g.: headlight, tail-light, and brake light)
 - (e) an upgrade of the electrical system
- 1.4 Installation of reproductions of original parts, manufactured or accessories and period options if desired are also permitted.
- 1.5 The registered operator must be a member of an RMS recognized historic vehicle club. Proof of club membership must be provided to the RMS prior to establishing or renewing HVS/CVS registration.
- 1.6 All HVS/CVS applicants must be a financial member of MTMRPC and must be a N.S.W. resident.
- 1.7 All Club members shall be given a copy of the MTMRPC Constitution, By-Laws & Rules.
- 1.8 All HVS/CVS applicants shall read and sign the attached declaration form indicating they fully understand their responsibilities.
- 1.9 A Club Registrar or assistant must sign the declaration form. The form is then stored with the Clubs Registrar's records.

2 VEHICLE ROADWORTHINESS

- 2.1 A vehicle operating under the HVS must be declared roadworthy by:
 - (a) A Safety Inspection Report (Pink Slip) issued by an Authorized inspection station examiner and initially the machine must be sited by the Club Registrar for verification. OR
 - (b) A declaration of safety issued & signed by an approved machine examiner and the Club Registrar
- 2.2 The registration of any vehicle not fitted with satisfactory lighting must be endorsed “daylight use only” and can only be operated between the hours of sunrise & sunset. This must be strictly adhered to.
- 2.3 Vehicles not endorsed “daylight use only” may be used after sunset for approved use as described elsewhere in these rules, provided satisfactory lighting equipment is fitted and is fully operational.
- 2.4 It is the owner’s responsibility to maintain the vehicle in a roadworthy condition during the registration period.
- 2.5 Any major modification to a vehicle carried out after the last inspection must be notified immediately to the Registrar for approval at the earliest possible opportunity.
- 2.6 If the last modification is not approved the vehicle must be re-instated to its previous inspected state to remain in the HVS or be certified under the CVS registration scheme.
- 2.7 All CVS vehicles require a Safety Inspection Report (pink slip) and an Authorised Unregistered Vehicle Inspection report (blue slip) in the first instance.

3 VEHICLE USE

- 3.1 MTMRPC is an RMS recognized historic vehicle club for LOG BOOK use as designated by the rules of the HVS and CVS.

Club events do not require the owner/driver/rider to complete an entry in their log book but any deviation from the officially listed ride requires an entry in the log book

Journeys necessary for the repair, refueling, inflating tyres, servicing, maintenance or road testing of a vehicle must be recorded in your LOG BOOK

Journeys for the inspection of the vehicle (unless Club Inspection Day) also require a log book entry.
- 3.2 Vehicles may be used for attending club events or club activities; these include but are not limited to:
 - (a) Any activities organized by the Events Coordinator, Events Committee, Events Directors & Events Assistants.
 - (b) Club meetings.
 - (c) Static displays.
 - (d) Motoring Rallies.
 - (e) Multi-Day Event
 - (f) Or events / activities organized by another club or recognized community organizations,
 - (g) Provided an official invitation has been received and documented by the Club in the official minutes of a general meeting and has been documented by the club in the official minutes of a general meeting and or the Club Events Calendar printed in the MTMRPC magazine.

- 3.3 Any Club member wishing to use their vehicle for the carriage of persons to or from a wedding or reception should first check their legal obligation under the Passenger Transport Act 1990 with the: Taxi and Hire Car Bureau of the Dept. of Transport, Parramatta on (02) 9689-8888.
- 3.4 Vehicles must always display conditional registration number plates.
- 3.5 Club name bars may be affixed to the number plate providing the positioning of the name bar does not obscure the number plate.
- 3.6 The RMS Certificate of Approved Operations must be carried at all times when using the vehicle. (Purple RMS Certificate)
- 3.7 A copy of each club(s) events calendar or magazine must be carried at all times when using the vehicle on club events.
- 3.8 Current Club membership card(s) should be carried at all times when using the vehicle.
- 3.9 Attending and returning from Club events should be via the most practical and direct route. It is preferred that members ride as a group as much as possible on the return journey.

4 RESPONSIBILITY OF CLUB MEMBERS:

- 4.1 All HVS/CVS enquires must be directed to the Club's Registrar. Individual approaches to the Roads and Marine Authority (RMS) are only permitted when registration payments are required.
- 4.2 HVS/CVS number plates are issued to a club member and are not transferable.
- 4.3 It is the member's responsibility to immediately return HVS/CVS number plate(s) to the RMS when:
 - (a) the sale of the Vehicle(s) on which they are issued takes place
 - (b) the vehicle(s) registration is not renewed
 - (c) the member resigns from the Club, and is not a member of any other HVS/CVS eligible club
 - (d) the member fails to remain a financial member within the meaning of this Constitution
 - (e) a member fails to pay any levy or fine that has been constitutionally approved by the committee and members at a Club meeting.
 - (f) a machine examiner and registrar consider the vehicle has been made unsafe or altered after it has been inspected.
 - (g) a directive issued following a committee decision.
- 4.4 In respect to Clause 4.3, the HVS/CVS number plates MUST be returned to the RMS. Failure to do so will result in immediate notification by this Club to the RMS that an ineligible vehicle is being used from your address.
- 4.5 HVS/CVS application is approved in the belief that the member's prime intended use is for Club events. The committee retains the right to reconsider eligibility or renewal should this cease to be the case or if the member/motorcycle does not attend Club events during the year.
- 4.6 It is the responsibility of the individual member to ensure that all entries on the RMS1259 or RMS1835 forms are correct, as they are making a contract, agreement with the RMS.
- 4.7 A roster may be prepared with the names of Club members who have a suitable vehicle with a tow bar to take a turn in providing the Club run backup service. Further, that those members shall be entitled to reimbursement for the cost of fuel.

5 ANNUAL VEHICLE INSPECTIONS:

- 5.1 All vehicles must undergo an annual vehicle inspection; unregistered vehicles must be trailered to and from the place of inspection.
- 5.2 A MTMRPC Motorcycle Safety Report and the RMS 1259 or 1835 form must be completed and signed, and a copy of the RMS1259 or RMS1835 form returned to the Registrar.
- 5.3 Frame and engine numbers will form part of the identification of a vehicle issued with HVS/CVS number plates, any change must be notified in writing to the RMS and the Registrar.
- 5.4 The Machine Examiner(s) will be designated by MTMRPC. Machine Examiner(s) are the only Club persons authorized to certify motorcycle road worthiness under the Club's Constitution as required by the RMS all other vehicles including CVS will require a pink or blue slip
- 5.5 Alternatively a RMS approved Inspection (Pink Slip) may be obtained (refer to Clause 2.1)
- 5.6 When applying for HVS/CVS vehicle registrations for the first time, the MTMRPC Registrar or his appointees must view the vehicle for suitability
- 5.7 Only the Primary Club (the first entry on the RMS1259 or 1835 form) can sign the right-hand side of the RMS 1259 or 1835 form for financial member's status, member's vehicle suitability and issue a Declaration of Roadworthiness.
- 5.8 It is preferred that HVS registrations expire on the 31st December each year to coincide with the Club's annual inspection day in November.

6 CONDITIONS / GENERAL

- 6.1 Vehicles registered under the HVS/CVS may operate temporarily in other states and territories, under the same conditions as apply in NSW. Temporarily is usually considered to be 3 months.
- 6.2 When a financial member of MTMRPC nominates the Club as the primary club on the RMS 1259 HVS form, they may list up to three other clubs provided those clubs are recognized and registered with the RMS and as such are a financial member of all the clubs listed. The member can then participate in any of those listed club's bona fide events without the need to notify the MTMRPC registrar. CVS vehicles are only permitted on PRIMARY CLUB events or the use of the LOG BOOK.
- 6.3 MTMRPC will recognize members using other clubs as their primary club when they have nominated the MTMRPC as an additional club provided that the nominated primary club is RMS approved and the member abides by all the RMS & HVS/CVS requirements.
- 6.4 A MTMRPC member may loan their vehicle to another member of the club, a member of another club, a family member, or a friend so they can participate in a club activity, provided that the operator / rider holds an appropriate license, is briefed on the Club's rules and is willing to abide by such rules.
- 6.5 Pillion passengers may be carried provided the vehicle is equipped for this purpose.

7 INSURANCE REQUIREMENTS:

- 7.1 A minimum insurance cover of Compulsory Third Party Insurance is required. (This is part of the RMS registration fee).
- 7.2 MTMRPC strongly recommends that members obtain comprehensive vehicle insurance. Several companies provide comprehensive insurance for Historic Vehicles at reasonable rates.

8 RAY TAYLOR SHIELD: (Addition 9 January 2006)

Criteria for the selection and presentation of the Ray Taylor shield for MOTORCYCLES:

1. The recipient be selected and the award be presented by a member of Ray Taylor's family or in their absence, the president.
2. The judging and presentation take place on the annual show day.
3. The winning entry must be owned by a member of the Club.
4. The winning entry shall be selected from the winners of each category.
5. Judging should not mark down those bikes that are HVS or fully registered due to reasonable wear and tear caused by road use.

9 BOB JONES SHIELD: (Addition 9 January 2005) (Amended 14 August 2017)

Criteria for the selection and presentation of the Bob Jones shield for the member outstanding club service during the past year:

1. That the award be presented on the December Club meeting by either Patron or in their absence, the president.
2. That the guide for the selection be based on issues such as regular attendance, being helpful in volunteering for supporting tasks, being friendly and communicating, particularly with new members, actively represents the Club with other organizations in some form or other and any other factors the selectors deem appropriate.
3. The selectors be the committee and the week-end and mid-week ride directors only.

10 MAX TURNER TROPHY: (Addition 10 April 2006)

Criteria for the selection and presentation of the Max Turner trophy for MOTORCYCLES:

1. The award will be presented by the president on show day.
2. The winner will be selected by the show judges as the best restored motorcycle.
3. The winning machine can only be chosen once.

11 STEVE THOMPSON TROPHY:

Selected on annual Show Day by 3 members present for best presented JAPANESE MOTORCYCLE.

12 GIFTS TO THE CLUB: (Addition 14 November 2005)

Criteria for the acceptance of gifts to The Club:

1. The proposed gift be only accepted after an appropriate motion is passed by members at a general meeting.
2. The gift shall be entered onto The Club's asset register and be audited with all other assets annually.
3. The gift may be placed, if the members deem fit, in the custodianship of a Club member.
4. The custodian shall have full control of the gift and be responsible for any upkeep to maintain the item in the condition it was when accepted by The Club.
5. All costs shall be met by the custodian including registration costs where appropriate. Any machines which

are gifts to The Club which are being registered by the custodian shall be registered in The Club's name.

6. The secretary shall prepare a letter of appreciation to the donor to be signed by the president.

7. The secretary shall prepare a statement for the signature of the donor stating that the gift is wholly owned by the donor, is unencumbered, that the item is being freely given to The Club and that it becomes the property of The Club to do with it what it deems fit.

AGREEMENT:

I AGREE BY THE PAYMENT OF MY MEMBERSHIP FEE, I HAVE READ AND FULLY UNDERSTAND MY RESPONSIBILITIES AND AGREE TO ABIDE BY THE CONSITUTION AND BY-LAWS OF THE CLUB, RMS & HVS/CVS REGULATIONS.