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[1902.]

The Trade Unions Act, 1902.

*Friendly Societies' Office,
Perth, 20th March, 1902.*

HIS Excellency the Governor in Executive Council has been pleased to make the following Regulations under "The Trade Unions Act, 1902."

EDGAR T. OWEN,
Registrar of Friendly Societies.

F.S. 95
1902.

Regulations under the Trade Unions Act, 1902.
(1 & 2 Edw. VII., No. 19.)

In pursuance of the powers and authorities conferred by "The Trade Unions Act, 1902," and of every other power and authority enabling him in that behalf, His Excellency the Governor of Western Australia, by and with the advice of the Executive Council thereof, doth make the following Regulations, that is to say:—

1. In the following Regulations and Forms the term "Registrar" shall mean the Registrar of Friendly Societies appointed under "The Friendly Societies Act, 1894," and the term "the Act" shall mean "The Trade Unions Act, 1902."

Section 17 (3) of Act.

2. The Registrar shall not register a trade union under a name identical with that of any other existing trade union known to him, whether registered or not registered, or so nearly resembling such name as to be likely, in his opinion, to deceive the members or the public.

APPLICATION FOR REGISTRY.

3. Upon an application for the registration of a trade union which is already in operation, the Registrar, if he has reason to believe that the applicants have not been duly authorised by such trade union to make the same, may, for the purpose of ascertaining the fact, require from the applicants such evidence as may seem to him necessary.

Sections 8 (1), 17 (1, 2, 4), 18 (1), and 33 (1, a) of Act.

4. Application for registry of a trade union shall be made to the Registrar, in form TA annexed hereto, and shall be signed by seven or more members and accompanied by two printed copies of the rules, each copy being marked "A," with a certificate appended to each copy signed by the seven or more members of the trade union who make the application for registry. This certificate may be in the following form:—

We hereby certify that the foregoing rules of theTrade Union were duly passed at a meeting thereof held at....., on the..... day of....., 190 .

- 1Member.
- 2 "
- 3 "
- 4 "
- 5 "
- 6 "
- 7 "

Accompanying the said form there shall also be sent a list, in form TB annexed hereto, of the titles and names of the officers, a notice, in form TC annexed hereto, of the resolution appointing the Trustees, and the fee prescribed in Regulation 24. Where the trade union has been in operation for more than a year before the date of the application there shall be sent with the application a general statement of the receipts, funds, effects, expenditure, and members of the trade union, in form TD annexed hereto.

REGISTRY OF BRANCHES.

Sections 2, 10, 11, and 20 of Act.

5. Notice of the establishment of a branch of a registered trade union, and application for the registration of such branch, shall be sent to the Registrar, in form TE annexed hereto. Such notice and application shall be signed by the secretary of the society and by three members of the branch and the branch secretary, and shall be accompanied by a notice, in Form TF, of the resolution appointing the branch trustees, signed by the said branch trustees, the branch secretary, and by the secretary of the trade union, and accompanied by a list, in Form TB annexed hereto, of the titles and names of the officers.

6. A branch union, or a union styling itself a branch, which is not a branch within the meaning of the Act of a registered trade union in Western Australia, shall make application for registration and be registered as a separate trade union.

REGISTRY OF COUNCIL OR ASSOCIATION OF TRADE UNIONS.

Section 8 (2) of Act.

7. Application to register a Council or other body (hereinafter termed the "Council"), representing not less than two registered trade unions, shall be made to the Registrar, in Form TG annexed hereto. Such application shall be signed by the secretary and by three other officers or members of such Council, and shall be accompanied by two printed copies of the rules, with a certificate similar to the one contained in Regulation No. 4, signed by the officers and members who make the application. Such application shall also be accompanied by a list, in Form TH annexed hereto, of the titles and names of the officers of the Council and of the names of the registered trade unions which are represented on such Council, by a notice, in Form TC annexed hereto, of the resolution appointing the trustees, and by the fee prescribed in Regulation 24.

Where the Council has been in operation for more than a year before the date of the application, there shall be sent with the application a general statement of the receipts, funds, effects, and expenditure of the Council, in Form TD annexed hereto.

AMENDMENT OF RULES.

Section 18 (2) of Act.

8. An amendment of a rule or rules of a trade union, which includes a new rule and a resolution rescinding a rule or rules, may be either—

- (a.) A complete amendment consisting of the substitution of an entire set of rules for the existing rules, and bearing at the beginning or end words to the effect that “all previous rules are rescinded”; or
- (b.) A partial amendment consisting of any amendment which does not substitute an entire set of rules for the existing rules.

9. An application for the registration of a partial amendment of rules must be made by the secretary of the trade union, in Form TI annexed hereto, and must be accompanied by a statutory declaration by the secretary or other officer of the trade union, in Form TJ annexed hereto, by a printed copy of the existing registered rules marked to show where the alterations occur and what they are, by the fee prescribed in Regulation 24, and by the following documents:—

- (a.) If the partial amendment consists of the addition or substitution of a new rule or part of a rule or rules, two copies of such rule or part of a rule or rules, each copy being marked “O” and signed by three members and the secretary.
- (b.) If the partial amendment consists of the rescission of any of the rules without any substitution, two copies of the resolution for such rescission, each copy being marked “O” and signed by three members and the secretary.

10. The Registrar, before registering the partial amendment of rules, shall ascertain that the rules of the trade union, if altered in accordance with the proposed partial amendment, will provide for all the matters required by the Acts to be provided for by the rules of a registered trade union.

11. An application for the registration of a complete amendment of rules shall be made by three members and the secretary of the trade union, in Form TK annexed hereto, and must be accompanied by a statutory declaration, in Form TJ annexed hereto, by a printed copy of the existing rules, by two printed copies of the new rules, each copy being marked “P” and signed by each of the applicants, and by the fee prescribed in Regulation 24.

12. The Registrar, before registering the new set of rules, shall ascertain that it provides for all matters which by the Act are to be provided for by the rules of a registered trade union.

CERTIFICATES UNDER HAND OF REGISTRAR.

Sections 17 (5), 18 (5), and 33 (1, a) of Act.

13. The certificate (I) of the registry of a trade union and its rules, (II.) of the registry of a branch of a trade union, (III.) of a Council or other body, (IV.) of a partial amendment of rules, (V.) of a complete amendment of rules, (VI.) of the names of the trustees, and (VII.) the certificate to rules or extracts from rules, shall be respectively as is provided in Form TL annexed hereto.

WITHDRAWING OR CANCELLING OF CERTIFICATE OF REGISTRATION.

Section 21 of Act.

14. Every request by a trade union for withdrawal or cancelling of its certificate of registry shall be sent to the Registrar, in Form TM annexed hereto, signed by the trustee. Such request shall be verified by the statutory declaration of the secretary of the trade union, in Form TN, or evidenced in such manner as the Registrar shall direct.

15. Notice before withdrawal or cancelling of certificate of registry, where required, shall be in Form TO annexed hereto.

16. The withdrawal or cancelling of a certificate of registry shall be in Form TP annexed hereto.

REGISTERED OFFICE.

Section 19 of Act.

17. Notice of the situation of the registered office of a trade union or of any branch thereof, and of any change therein, shall be given to the Registrar in duplicate, immediately after such office is fixed, or such change is made, in Form TQ annexed hereto.

TRUSTEES.

Section 20 of Act.

18. A notice containing a copy of every resolution appointing or removing a trustee or trustees of a trade union, or of any branch thereof, shall be sent to the Registrar in duplicate, within fourteen days after the passing of such resolution, and the Registrar shall sign the memorandum of receipt thereon, and return one copy to the trade union or branch as the case may be. Such notice shall be in Form TC annexed hereto in the case of a trustee of a trade union, and in Form TF annexed hereto in the case of a trustee of a branch, and shall be signed in the manner directed on such Forms respectively. On payment of the prescribed fee, the Registrar shall issue a certificate of the names of the trustees of a trade union or branch, duly authenticated.

ANNUAL RETURN.

Sections 17 (4) and 29 of Act.

19. The annual general audited statement of every registered trade union and of every branch thereof, showing fully the assets and liabilities at the date and the receipts and expenditure during the year preceding the date to which it is made out, together with the membership and any other particulars required by the Registrar, shall be sent by such trade union and branch respectively to the Registrar, in Form TD annexed hereto, so as to reach him before the 31st day of March in every year.

CHANGE OF NAME.

Sections 24 and 26 of Act.

20. The application for approval and notice of change of name of a trade union shall be in Form TR annexed hereto, and shall be sent in duplicate, accompanied by a statutory declaration, in Form TS annexed hereto, to the Registrar. The Registrar, before approving the change of name, shall ascertain that the new name is not identical with that of any existing trade union known to him, or so nearly resembling the same as to be likely, in his opinion, to deceive the members or the public; and if the change of name be approved, the word "approved" shall be written at the foot or end of each copy of the application, and the same shall be signed by the Registrar and registered by him. Until such change of name is duly registered, the same shall not take effect.

AMALGAMATION.

Sections 25 and 26 of Act.

21. Where two or more trade unions become amalgamated together, notice shall be given to the Registrar in duplicate, in Form TT annexed hereto, accompanied by statutory declarations from each such trade union, in Form TU annexed hereto, and the Registrar shall return to the amalgamated trade union one copy of the notice, with the word "Registered" at the foot thereof, and duly authenticated.

NOMINATIONS.

Section 23 of Act.

22. Every registered trade union shall keep a record or register of all nominations made by the members, and of all revocations and variations of the same, and for the recording or registering of every such nomination, revocation, or variation, the rules of the trade union may require the member nominating to pay a sum not exceeding threepence.

DISSOLUTION.

Section 27 of Act.

23. When a trade union is dissolved, notice of the dissolution shall be given to the Registrar in duplicate, in Form TV annexed hereto, within 14 days after the date thereof, and the Registrar shall return one copy to the trade union with the word "Registered" at the foot thereof, and duly authenticated.

FEES.

Sections 17 (6), 18 (3) and 33 (1, d) of Act.

24. The following fees shall be payable under the Act:—

	£	s.	d.
On lodgment of application for registry of a trade union	1	0	0
On lodgment of amendment of rules for registry	0	2	6
For registry of change of name	0	2	6
For registry of amalgamation	0	2	6
For registry of notice of dissolution	0	2	6
For a certificate of the names of the trustees of a trade union or branch	0	2	6
For every document required to be authenticated by the Registrar not chargeable with any other fee	0	2	6
For every inspection on the same day of documents (whether the one or more) in the custody of the Registrar, relating to one and the same trade union or a branch thereof	0	1	0
For every copy or extract of any document in the custody of the Registrar not exceeding 216 words, 1s.; and if exceeding that number, 4d. per folio of 72 words in addition to the fee for authentication.			

25. No fee is payable for the registry or recording of—

- Any branch of a registered trade union.
- The appointment and removal of trustees.
- The cancelling or withdrawal of certificate of registry.
- Any notice of change of office.
- Any document or copy of document supplied to a public department.
- Any document in respect of which a fee is already chargeable under or by virtue of the Act or of any other Statute.

The Registrar may also dispense with the fee for inspection of documents in cases where he may consider it for the public interest so to do.

26. All fees which may be received by the Registrar under or by virtue of the Act and these Regulations shall be paid into the Treasury to the credit of the general revenue.

MODIFICATION OF FORMS.

27. When anything is required to be in any of the forms annexed hereto, it shall be sufficient if it be to the like effect, and any such forms may be modified by the authority of the Registrar to suit particular cases, and the Registrar may require further evidence by statutory declaration, in addition to that prescribed by these Regulations, in any case in which to him it may seem expedient. The Registrar may dispense with the obligation to supply a duplicate of any document where such obligation is imposed only by the Regulations.

SEAL OF THE REGISTRAR.

Section 33 (1, a) of Act.

28. The seal of the Registrar shall bear the Royal Arms and the words "The Seal of the Registrar of Friendly Societies" around or above, and the words, "Western Australia" below.

AUTHENTICATION OF DOCUMENTS BY REGISTRAR.

29. Every document under "The Trade Unions Act, 1902," bearing the Seal of the Registrar, shall be deemed to be duly authenticated for the purposes of the said Act and the Regulations made thereunder.

INSPECTION OF DOCUMENTS KEPT BY REGISTRAR.

Section 33 (1, c) of Act.

30. Documents relating to any trade union, or branch, in the custody of the Registrar, may be inspected at the Friendly Societies' office, on application made by any person having an interest in the funds thereof to the Registrar during office hours and on payment of the prescribed fees, subject in every case to the approval of the Registrar.

PENALTY FOR BREACH OF REGULATIONS.

Section 33 (2) of Act.

31. Every trade union or branch, and every officer or member thereof, guilty of any act or default contrary to these Regulations shall, for every such act or default be liable to a penalty not exceeding £10.

FORMS.

FORM TA. (Reg. 4).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

APPLICATION TO REGISTER A TRADE UNION.

Name of Trade Union.....

To the Registrar of Friendly Societies.

Application to register a Trade Union under the above-named Act, under the above name, is made by the seven members whose names are subscribed at the foot hereof.

1. The Trade Union is one having branches.*
 2. To the best of our belief there is no other existing trade union whether registered or not registered, the name of which is identical with the above name or so nearly resembles the same as to cause confusion to the members thereof or to the public.

3. The Trade Union was established on the _____ day of _____ 190 .

4. The matters hereinafter mentioned are provided for in the Rules of the Trade Union as follows, that is to say :—

- (1.) The name of the Trade Union in Rule No. _____
- (2.) The registered office of the Trade Union is at _____ as set forth in Rule No. _____
- (3.) The whole of the objects for which the Trade Union is established and the purposes for which the funds thereof are applicable, in Rule No. _____
- (4.) The terms of admission of members, in Rule No. _____, and the conditions under which any member may become entitled to any benefit assured, in Rule No. _____
- (5.) The fines and forfeitures to be imposed on any member, in Rule No. _____, and the consequences of the non-payment of any subscription or fine, in Rule No. _____
- (6.) The manner of making, altering, amending, and rescinding rules, in Rule No. _____
- (7.) The mode of holding meetings, in Rule No. _____, and the right of voting thereat, in Rule No. _____
- (8.) The appointment and removal of a committee of management (by the name of _____), in Rule No. _____, and the powers and duties of the said committee, in Rule No. _____
- (9.) The appointment and removal of trustees, in Rule No. _____, and a provision that there shall be at least three trustees, in Rule No. _____
- (10.) The appointment and removal of a secretary, in Rule No. _____, and of a treasurer, in Rule No. _____
- (11.) The appointment and removal of other officers, in Rule No. _____
- (12.) The supplying of any vacancy occurring in each of the positions or offices included in Sub-clauses (8) to (11) above, by death, resignation, or other cause, in Rules Nos. _____
- (13.) The powers and duties of the secretary, in Rule No. _____; of the treasurer, in Rule No. _____; and of other officers, in Rules Nos. _____
- (14.) The investment of the funds, in Rule No. _____
- (15.) The keeping of the accounts, in Rule No. _____
- (16.) The audit of the accounts at least once every year, in Rule No. _____
- (17.) The inspection of the books and names of members of the Trade Union by every person having an interest in the funds of the Trade Union, in Rule No. _____
- (18.) The keeping by the Trade Union of a register of the members, in Rule No. _____
- (19.) The furnishing to the Registrar before the 31st March in every year of an Annual Return, giving a duly audited general statement of the receipts and expenditure, funds and effects, and the number of members of the Trade Union, in the manner required by the Registrar, in Rule No. _____
- (20.) The manner of dissolving the Trade Union, in Rule No. _____

* If the trade union is not one with branches a line should be drawn through this statement.

5. Accompanying this application are sent—

- (a.) Two printed copies (each marked A) of the rules, each copy being signed by the members making this application.
- (b.) A list in Form TB, of the titles and names of the officers.
- (c.) Notice in Form TC, containing a copy of the resolution appointing the trustees.
- (d.) The prescribed fee.
- (e.) † As the Trade Union has been in operation for more than a year previous to the date of this application, there is also sent a general statement, in Form TD, of the receipts and expenditure, funds and effects, and members of the Trade Union.

6. We have been duly authorised by the Trade Union to make this application on its behalf, such authorisation consisting of a resolution of a special meeting held on _____ day of _____ 190

- 1..... † Member
- 2..... "
- 3..... "
- 4..... "
- 5..... "
- 6..... "
- 7..... "

Postal address of Secretary
Dated this _____ day of _____ 190

† If the trade union has not been in operation for more than a year this clause may be struck out.
‡ Signatures of seven or more members.

FORM TB (Reg. 4).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

LIST OF OFFICERS OF TRADE UNION.

Name of Trade Union.

To the Registrar of Friendly Societies.

The following is a complete list of the Titles and Names of the Officers of the above-named Trade Union, as at the _____ day of _____ 190

Title.	Name.
President	
Vice-President	
Treasurer	
Secretary	
Other Officers	

Signature of Secretary.....

FORM TC (Regs. 4, 18).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

NOTICE OF RESOLUTION APPOINTING TRUSTEES OF TRADE UNION.

Name of Trade Union.

Register No.

At a meeting of the above-named Trade Union, duly convened as provided by the Rules, and held the _____ day of _____, 190 _____, it was resolved, by a majority of the members present and entitled to vote:—That* _____ of _____ of _____ of _____ and _____ of _____ be _____ Trustee of the Trade Union, in place of† _____

‡ _____ Trustee, _____ Trustee, _____ Trustee, _____ Trustee, Secretary.

Dated this _____ day of _____, 190 _____.

Registered this§ _____ day of _____, 190 _____.

.....
Registrar of Friendly Societies.

* State name in full, address, and occupation of each new Trustee.
† State name in full of each retiring Trustee, and whether deceased, resigned, or removed.
‡ Signature of each new Trustee and the Secretary required.
§ Leave this part for the Registrar.

FORM TD (Regs. 4, 19).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

STATEMENT OF RECEIPTS, EXPENDITURE, ASSETS, LIABILITIES, AND MEMBERS OF THE
TRADE UNION FOR THE YEAR ENDED THE 190 .

(To be sent to the Registrar of Friendly Societies, Perth, before the 31st March in every year.)

We hereby certify that we have inspected the Securities held by the above-named Trade Union; that we have examined the Books, Papers, Deeds, Documents, and Accounts thereof; that we have examined this Statement and verified the same with the Accounts and Vouchers relating thereto, and that the same is found by us to be correct, duly vouched, and in accordance with law.

Date 190 . } Signatures of Auditors.

I, the Secretary of the above-named Trade Union, hereby certify:—

- (a.) That this Statement is in every particular, to the best of my knowledge and belief, correct and complete.
- (b.) That the Auditors who have signed this Statement were duly appointed in accordance with the rules.
- (c.) That the name in full, occupation, and place of residence of the Trustees, Auditors, Secretary, and Treasurer are as follow:—

Officer.	Name in full. (Signatures not necessary.)	Occupation.	Place of Residence.
Trustee ...			
” ...			
” ...			
” ...			
” ...			
Auditor ...			
” ...			
” ...			
Secretary ...			
Treasurer ...			

Date	Signature of Secretary..... Postal Address of Secretary..... 190 .	[L.S.]
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Members.	Ordinary.	Honorary.
Number of members at beginning of year ...		
Number of members admitted during year ...		
Number of members left and died during year ...		
Number of members at end of year * ...		

* As at date of closing accounts for the year.

STATEMENT OF RECEIPTS AND EXPENDITURE.*

ITEMS OF RECEIPT.	£			£	s.	d.
	£	s.	d.			
Entrance Fees						
Contributions †						
Levies						
Interest on Investments						
Income or Rent from Hall or other Freehold Property						
Other Receipts (<i>state particulars</i>)- -						
Fines						
Donations						
Sale of Goods						
TOTAL RECEIPTS						
ITEMS OF EXPENDITURE.	£			£	s.	d.
	£	s.	d.			
Relief during Sickness						
Sums payable at Death						
Other Benefits (<i>state particulars</i>)-						
Management—						
Officers' Salaries (Secretary, £ ; Treasurer, £ ; other, £)						
Auditors' Fees						
Trustees' and Committees' Expenses						
Guarantee Premiums						
Rates and Taxes, £ ; Insurance, £ 						
Interest, £ ; Legal Expenses, £ ; Bank Charge, £ 						
Cost of Goods						
Rent, £ ; Lighting and Cleaning, £ 						
Printing, Stationery, Postage, and Advertising						
Other Management Expenses (<i>state particulars</i>)-						
Other Expenditure (<i>state particulars</i>)-						
Donations						
Furniture						
Repairs						
TOTAL EXPENDITURE						
Difference between Receipts and Expenditure						
BALANCE AT BEGINNING OF YEAR ‡						
BALANCE AT END OF YEAR						
				§		

Balance Sheet of Assets and Liabilities.

LIABILITIES.	£			ASSETS.	Rate of Interest.	£		
	£	s.	d.			%	£	s.
Balance at end of year of—				Invested on Mortgage at				
General Fund §				".....at				
Bank Overdraft (if any) at.....				Fixed deposit in.....Bank, at				
per cent.				{ at Call or Current				
Owing by Trustees on Mortgage				Account in Bank				
(if any), at.....per cent.				Cash in hands of				
Cash due to Treasurer				Not bearing { Treasurer				
				Interest. { Cash in hands of other				
				Officers				
Total ¶				Total ¶				
OTHER LIABILITIES.				OTHER ASSETS.				
				Contributions outstanding				
				Goods valued at				
				Furniture valued at				

* If there is more than one fund, use a separate form for each fund. † Where separate contributions are made for various objects the amounts should be separately stated. ‡ This balance must agree with the balance at end of preceding year, as on Return for that year § These amounts must agree. || State how the funds are invested, whether lent on mortgage, deposited in bank, or otherwise, stating, when placed in bank, the name of the bank. ¶ These amounts must agree.

FORM TE (REG. 5).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

NOTICE OF ESTABLISHMENT OF BRANCH, AND APPLICATION FOR REGISTRY THEREOF.

Name of Trade Union
Register No.

To the Registrar of Friendly Societies.

- 1. A branch of the above-named Trade Union has been established at ... and is called
2. The branch is to have Trustees other than those of the Trade Union, and the following are the names of such Trustees:—*
3. The registered rules of the said Trade Union are the rules under which the said branch is established, and which govern the said branch.
4. The rules of the branch are (or are not) identical with those of the other branches of the Trade Union. [If not so, add, and an application for the registry of the same in Form TA, with two printed copies of the rules of the branch, duly signed, is sent herewith.]†
5. Application is hereby made for the registry of the above-mentioned branch under the above-mentioned Act, by the three members and secretary of the branch, and by the secretary of the Trade Union, whose names are subscribed below.
6. With this application is sent a notice in form AF, containing a copy of the resolutions appointing the Branch Trustees.

Member of Branch.
Member of Branch.
Member of Branch.
Secretary of Branch.
Secretary of Trade Union.

Dated this day of 190 .

* State the full name, residence, and occupation of each Trustee. † Strike out any portion of this paragraph that does not apply.

FORM TF (REGS. 5, 18.)

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19.)

NOTICE OF RESOLUTION APPOINTING BRANCH TRUSTEES.

Name of Trade Union
Register No.
Name of Branch

To the Registrar of Friendly Societies.

At a meeting of the above-named branch of the above-named Trade Union, duly convened as provided by the rules, held the day of 190 , it was resolved by a majority of the members present and entitled to vote—

That * of
of
of
of
of

and
be trustee of such branch in place of †

Trustee.
Trustee.
Trustee.
Trustee.
Trustee.
Secretary of above-named Branch.
Secretary of above-named Trade Union.

Dated this day of 190 .
Registered this § day of 190 .

Registrar of Friendly Societies.

N.B.—This notice must be signed by the new trustee or trustees and the branch secretary; also by the Secretary of the trade union.

* State name in full, address, and occupation of each new trustee.

† State name in full of each retiring trustee, and whether deceased, resigned, or removed.

‡ Signature of each new trustee.
§ Leave this part for the Registrar.

FORM TG (REG. 7).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19.)

APPLICATION TO REGISTER A COUNCIL OR OTHER BODY.

Name of Council

To the Registrar of Friendly Societies.

Application to register a Council as a Trade Union under the above-named Act, under the above name, is made by the three officers whose names are subscribed at the foot hereof.

1. The Council represents not less than two registered trade unions.

2. To the best of our belief there is no existing trade union whether registered or not registered, the name of which is identical with the above name or so nearly resembles the same as to cause confusion to the members thereof or to the public.

3. The Council was established on the _____ day of _____ 190 .

4. The matters hereinafter mentioned are provided for in the Rules of the Council as follow, that is to say :—

- (1.) The name of the Council, in Rule No. _____
- (2.) The registered office of the Council is at _____, as set forth in Rule No. _____
- (3.) The whole of the objects for which the Council is established and the purposes for which the funds thereof are applicable, in Rule No. _____
- (4.) The terms of admission of members, in Rule No. _____, and the conditions under which any member may become entitled to any benefit assured, in Rule No. _____
- (5.) The fines and forfeitures to be imposed on any member, in Rule No. _____, and the consequences of non-payment of any subscription or fine, in Rule No. _____
- (6.) The manner of making, altering, amending, and rescinding rules, in Rule No. _____
- (7.) The mode of holding Meetings, in Rule No. _____, and the right of voting thereat in Rule No. _____
- (8.) The appointment and removal of a committee of management (by the name of _____), in Rule No. _____, and the powers and duties of the said committee, in Rule No. _____
- (9.) The appointment and removal of trustees, in Rule No. _____, and a provision that there shall be at least three trustees in Rule No. _____
- (10.) The appointment and removal of a secretary, in Rule No. _____, and of a treasurer, in Rule No. _____
- (11.) The appointment and removal of other officers, in Rule No. _____
- (12.) The supplying of any vacancy occurring in each of the positions or offices included in Sub-clauses (8) to (11) above, by death, resignation, or other cause, in Rules Nos. _____
- (13.) The powers and duties of the secretary, in Rule No. _____; of the treasurer, in Rule No. _____; and of other officers, in Rules Nos. _____
- (14.) The investment of the funds, in Rule No. _____
- (15.) The keeping of the accounts, in Rule No. _____
- (16.) The audit of the accounts at least once every year, in Rule No. _____
- (17.) The inspection of the books and names of members of the Council by every person having an interest in the funds of the Council, in Rule No. _____
- (18.) The keeping by the Council of a register of the members, in Rule No. _____
- (19.) The furnishing to the Registrar before the 31st March, in every year, of an Annual Return giving a duly audited general statement of the receipts and expenditure, funds and effects, and the number of members of the Council in the manner required by the Registrar, in Rule No. _____
- (20.) The manner of dissolving the Council, in Rule No. _____

5. Accompanying this application are sent :—

- (a.) Two printed copies (each marked "A") of the Rules, each copy being signed by the officers making this application.
- (b.) A list, in Form TH, of the titles and names of the officers of the Council, and of the names of the registered trade unions which are represented on the Council.
- (c.) Notice in, Form TC, containing a copy of the resolution appointing the Trustees.
- (d.) The prescribed fee.
- (e.) * As the Council has been in operation for more than a year previous to the date of this application there is also sent a general statement, in Form TD, of the receipts and expenditure, funds and effects, and members of the Council.

6. We have been duly authorised by the Council to make this application on its behalf, such authorisation consisting of a resolution of a special meeting held on _____ day of _____ 190 .

†1.President.
 2.Treasurer.
 3.
 4.Secretary.

Postal Address of Secretary.

Dated this _____ day of _____ 190 .

* If the Council has not been in operation for more than a year this clause may be struck out. † Signatures of the Secretary and three other officers.

FORM TH (Reg. 7).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

LIST OF THE TRADE UNIONS REPRESENTED ON, AND OF THE OFFICERS OF, A COUNCIL.

Name of Council :

To the Registrar of Friendly Societies.

The following is a complete list of the Titles and Names of the Officers of the above-named Council, and of the Trade Unions which are represented on the above-named Council as at the day of 190 .

Title.	Name.
President	
Vice-President	
Treasurer	
Secretary	
Other Officers	

The Trade Unions represented on above-named Council are as follow :—

Signature of Secretary.....

FORM TI (Reg. 9).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

APPLICATION FOR REGISTRY OF PARTIAL AMENDMENT OF RULES.

Name of Trade Union.

Register No.

To the Registrar of Friendly Societies.

1. This application for the registry of a partial amendment of the rules of the above-named Trade Union is made by the secretary thereof.

2. With this application are sent—

(a.) A printed copy of the existing registered rules marked to show where and in what way they are altered :

(b.) * Two printed (or written) copies of the amendment, each marked "O.," signed by three members and the secretary.

(or, if the partial amendment consists of the rescission of any of the rules without any substitution, two copies of the resolution for the rescission of certain rules, each copy marked "O," signed by three members and the secretary).

(c.) A statutory declaration in Form TJ by the secretary or other officer of this Trade Union that in making the amendment of rules now submitted for registry the rules of the Trade Union were duly complied with.

(d.) The prescribed fee.

3. I have been duly authorised by the above-named Trade Union to make this application on its behalf, such authorisation consisting of a resolution passed at a general meeting on the day of 190 .

Signature of Secretary.

Dated this day of 190 .

* Strike out the part of this clause that does not apply.

FORM TJ (Reg. 9).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

DECLARATION ACCOMPANYING AMENDMENT OF RULES.

Name of Trade Union :

Register No.

I* of† , Secretary‡ of the above-named Trade Union, do solemnly and sincerely declare that in making the amendment of the rules of the Trade Union, the application for the registry of which is appended to this declaration, the rules of the said Trade Union have been duly complied with.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of an Ordinance made and passed in the eighteenth year of the reign of Her late Majesty Queen Victoria, No. 12, intituled "An Ordinance for the Abolition of unnecessary Oaths, and to substitute Declarations in lieu thereof."

Declared at the State of Western Australia, in this day of , 190 , before me. } §.....
 J.P. }

* Name in full. † Address and occupation. ‡ Secretary or other officer. § Signature of declarant.

FORM TK (Reg. 11).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

APPLICATION FOR REGISTRY OF COMPLETE AMENDMENT OF RULES.

Name of Trade Union :

Register No.

1. This application for the registry of a complete amendment of the registered rules of the above-named Trade Union is made by the three members and the secretary whose names are subscribed at the foot hereof.

2. The complete amendment submitted for registry is the substitution of the set of rules, two printed copies of which (each copy marked "P." and signed by the applicants) accompany this application, for the set of rules already registered.

3. To the best of our belief there is no other existing Trade Union, whether registered or not registered, the name of which is identical with the above name or so nearly resembles the same as to cause confusion to the members of the said Trade Union or to the public.

4. The matters hereinafter mentioned are provided for in the Rules of the Trade Union as follow, that is to say :—

- (1.) The name of the Trade Union in Rule No. .
- (2.) The registered office of the Trade Union is at as set forth in Rule No. .
- (3.) The whole of the objects for which the Trade Union is established and the purposes for which the funds thereof are applicable, in Rule No. .
- (4.) The terms of admission of members, in Rule No. , and the conditions under which any member may become entitled to any benefit assured, in Rule No. .
- (5.) The fines and forfeitures to be imposed on any member, in Rule No. , and the consequences of the non-payment of any subscription or fine, in Rule No. .
- (6.) The manner of making, altering, amending, and rescinding rules, in Rule No. .
- (7.) The mode of holding meetings, in Rule No. , and the right of voting thereat in Rule No. .
- (8.) The appointment and removal of a committee of management (by the name of), in Rule No. , and the powers and duties of the said committee, in Rule No. .
- (9.) The appointment and removal of trustees, in Rule No. , and a provision that there shall be at least three trustees, in Rule No. .
- (10.) The appointment and removal of a secretary, in Rule No. , and of a treasurer, in Rule No. .
- (11.) The appointment and removal of other officers, in Rule No. .
- (12.) The supplying of any vacancy occurring in each of the positions or offices included in Sub-clauses (8) to (11) above, by death, resignation, or other cause, in Rules Nos. .
- (13.) The powers and duties of the secretary, in Rule No. ; of the treasurer, in Rule No. ; and of other officers, in Rules Nos. .
- (14.) The investment of the funds, in Rule No. .
- (15.) The keeping of the accounts in Rule No. .
- (16.) The audit of the accounts at least once every year, in Rule No. .
- (17.) The inspection of the books and names of members of the Trade Union by every person having an interest in the funds of the Trade Union, in Rule No. .

- (18.) The keeping by the Trade Union of a register of the members, in Rule No. .
 - (19.) The furnishing to the Registrar, before the 31st March in every year, of an annual return, giving a duly audited general statement of the receipts and expenditure, funds and effects, and the number of members of the Trade Union, in the manner required by the Registrar, in Rule No. .
 - (20.) The manner of dissolving the Trade Union, in Rule No. .
5. Accompanying this application are sent—
- (a.) A printed copy of the existing registered rules.
 - (b.) Two printed copies of the complete amendment (each copy marked "P," and signed by the applicants).
 - (c.) A statutory declaration, in Form TJ, by the secretary or other officer of this Trade Union, that in making the complete amendment of rules now submitted for registry the rules of the Trade Union were duly complied with.
 - (d.) The prescribed fee.
6. We have been duly authorised by the Trade Union to make this application on its behalf, such authorisation consisting of a resolution of a special meeting held on the _____ day of _____ 190 .

- 1.*Member.
- 2."
- 3."
-Secretary.

Postal address of Secretary.

Dated this _____ day of _____, 190 .

* Signatures of three members and the Secretary.

FORM TL (Reg. 13).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

I.

CERTIFICATE OF REGISTRY OF A TRADE UNION.

I hereby certify that the Trade Union called the _____ situated in _____, is duly registered under "The Trade Unions Act, 1902," and that the Rules, a copy of which is appended hereto, are duly registered under the said Act.

Given under my hand this _____ day of _____, 190 .

.....
Registrar of Friendly Societies.

II.

CERTIFICATE OF REGISTRY OF A BRANCH.

I hereby certify that the Branch of the _____ Trade Union, called the _____ Branch, situated in _____ is duly registered under "The Trade Unions Act, 1902."

Given under my hand this _____ day of _____, 190 .

.....
Registrar of Friendly Societies.

III.

CERTIFICATE OF REGISTRY OF A COUNCIL OR OTHER BODY.

I hereby certify that the Council called the _____, situated in _____, is duly registered as a Trade Union under "The Trade Unions Act, 1902," and that the Rules, a copy of which is appended hereto, are duly registered under the said Act.

Given under my hand this _____ day of _____, 190 .

.....
Registrar of Friendly Societies.

IV.

CERTIFICATE OF REGISTRY OF PARTIAL AMENDMENT OF RULES.

I hereby certify that the foregoing (or annexed) partial amendment of Rules of the Trade Union, is duly registered under "The Trade Unions Act, 1902."

Given under my hand this _____ day of _____, 190 .

.....
Registrar of Friendly Societies.

V.

CERTIFICATE OF REGISTRY OF COMPLETE AMENDMENT OF RULES.

I hereby certify that the foregoing (or annexed) complete amendment of Rules of the Trade Union is duly registered under "The Trade Unions Act, 1902," in substitution for the Rules already registered for the said Trade Union.

Given under my hand this day of , 190 .

Registrar of Friendly Societies.

VI.

CERTIFICATE OF NAMES OF TRUSTEES.

I hereby certify that (or branch of the) are the registered Trustees of the .

Given under my hand this day of , 190 .

Registrar of Friendly Societies.

VII.

CERTIFICATE TO RULES OR EXTRACTS FROM RULES.

I hereby certify that the foregoing rules (or extracts from rules) of the Trade Union (or branch of the) called the established at were registered in accordance with the provisions of "The Trade Unions Act, 1902," on the day of , 190 .

Given under my hand this day of , 190 .

Registrar of Friendly Societies.

FORM TM (Reg. 14).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

REQUEST TO WITHDRAW OR CANCEL CERTIFICATE OF REGISTRY.

Name of Trade Union

Register No.

To the Registrar of Friendly Societies.

1. The above-mentioned Trade Union desires that its certificate of registry under the above-named Act may be withdrawn (or cancelled) on the following ground, viz., [State reason for desiring withdrawal or cancelling of certificate of registry], and at a general (or special general) meeting duly held on the day of 190 , it was resolved as follows:—

"That the Trustees be authorised to request the Registrar to withdraw (or cancel) the certificate of registry of this Trade Union."

2. This request is made by the Trustees accordingly.

} Trustees.

Dated this day of 190 .

N.B.—This form may be used for the application to cancel registry of a Branch, but in that case a certificate under the hand of the secretary of the Trade Union, that its consent has been given thereto, must be appended.

FORM TN (Reg. 14).

The Trade Unions Act, 1902 (1 & 2 Edw. VII. No. 19).

DECLARATION BY SECRETARY IN SUPPORT OF WITHDRAWAL OR CANCELLING OF REGISTRY.

Name of Trade Union

I, , of , do solemnly and sincerely declare as follows, that is to say:—

1. That I am Secretary of the above-named trade union.

2. That the resolution, a copy of which is contained in the request to withdraw (or cancel) the Certificate of Registry on Form TM, annexed hereto, was duly passed at the meeting held as therein described.

3. That the persons whose signatures appear at the foot of the said Form are the Trustees of the above-named Trade Union.

And I make, etc.

FORM TO (Reg. 15).

The Trade Unions Act, 1902 (1 & 2 Edw. VII. No. 19).

NOTICE BEFORE WITHDRAWAL OR CANCELLING OF CERTIFICATE OF REGISTRY.

Name of Trade Union

Register No.

Notice is hereby given to the above-mentioned Trade Union that it is the intention of the Registrar of Friendly Societies to proceed, on the ... day of ... 190 ..., to cancel (or to withdraw) the registry of the Trade Union, unless cause be shown to the contrary in the meantime. The ground of such proposed cancelling (or withdrawal) is that the certificate of registry has been obtained by fraud (or mistake, or, that the registry of the Trade Union is or has become void under Section 8 of "The Trade Unions Act, 1902," or, that the Trade Union has, after notice from me, violated the provisions of the above-mentioned Act, or, that the number of members of the Trade Union has been reduced to less than seven, or, that the Trade Union has ceased to exist.)

[The facts should be briefly specified where practicable.]

.....
Registrar of Friendly Societies.

Dated this ... day of ... 190 ...

FORM TP (Reg. 16).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19.)

WITHDRAWAL OR CANCELLING OF CERTIFICATE OF REGISTRY.

Name of Trade Union

Register No.

The certificate of registry of the above-mentioned Trade Union is hereby withdrawn (or cancelled) at its request [or as the case may be. The Registrar may, if he thinks fit, add a statement as in Form TO of the ground of the cancelling].

.....
Registrar of Friendly Societies.

Dated this ... day of ... 190 ...

FORM TQ (Reg. 17).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

NOTICE OF CHANGE OF REGISTERED OFFICE.

Name of Trade Union

Register No.

[Name of Branch.]

To the Registrar of Friendly Societies.

Notice is hereby given that the Registered Office of the above-mentioned Trade Union is removed from ... and is now situated at ...

Dated this ... day of ... 190 ...

..... } Trustees.
..... }
..... }

NOTE.—Until this notice has been given the Trade Union will not have complied with the provisions of the Act.

Received and Registered this ... day of ... 190 ..., notice of removal of the Registered Office of the above-mentioned Trade Union (or Branch) to

.....
Registrar of Friendly Societies.

FORM TR (Reg. 20).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

APPLICATION FOR APPROVAL AND NOTICE OF CHANGE OF NAME.

Name of Trade Union already registered.....

Register No.

To the Registrar of Friendly Societies.

Application for approval of a change of name of the above-mentioned Trade Union is made by the seven members whose names are subscribed at foot hereof.

FORM TV (Reg. 23).

The Trade Unions Act, 1902 (1 & 2 Edw. VII., No. 19).

NOTICE OF DISSOLUTION.

Name of Trade Union.

Register No.

To the Registrar of Friendly Societies.

Notice is hereby given that the above-mentioned Trade Union was dissolved in pursuance of the rules thereof on the day of 190 .

- 1. Secretary.
- 2. Member.
- 3. Member.
- 4. Member.
- 5. Member.
- 6. Member.
- 7. Member.
- 8. Member.

Name and address to which registered copy is to be returned.

Dated this day of 190 .

Registered this day of 190 .

.....

Registrar of Friendly Societies.