

CACTMC Annual Reaffiliation

See the latest on-line version here: https://cactmc.org.au/cactmc_affiliation.html

Clubs that are affiliated with the Council of ACT Motor Clubs (CACTMC) must reaffiliate annually, or they will lose their affiliation rights including access to the ACT's Concessional Registration Scheme (CRS).

Reaffiliation documents should be submitted to CACTMC's Secretary (email to: Secretary@CACTMC.org.au) by **10th June**.

While CACTMC operates on a financial year (1 July to 30 June), early submission of Club documents ensures that Clubs continue to have uninterrupted access to the ACT's Concessional Registration Scheme (CRS) after 1st July.

Delayed submission of affiliation documents may result in a Club's inability to have new or ongoing CRS applications approved until their affiliation documents have been processed.

The Reaffiliation Process

To reaffiliate with CACTMC, a Club must complete and submit the following by 10th June:

CACTMC Affiliation Form:

Note: Using the Adobe Acrobat "Text" tool, you should be able to type directly onto the form. Save it, print it, sign it, scan and send the document back to CACTMC.

(Alternatively: you could download it, print it, scribble on it, sign it, scan it and then send the masterpiece back - but this is not the preferred option!)

CACTMC Affiliation Fee:

Note: The Affiliation Fee, detailed below, should also be paid by 10th June.

If the club is authorised to endorse vehicles for the ACT's Concessional or NSW's Conditional registration schemes, the club MUST also submit the following documents by 10 June:

List of Club Endorsed Vehicles:

The template defines the required columns for the Club's vehicle data. Include all ACT CRS (V,V,H & Mod) and NSW HVS & CVS vehicles.

Using THIS template is NOT mandatory, but Clubs are requested to submit the prescribed data in an electronic form - preferably as a spreadsheet (or Word document), but definitely NOT hand written! If that's too hard, what about asking a grandchild, or your Mum, to help? They'd probably be chuffed!

Before sending the file, please include your Club number as the initial part of the file name.

e.g. for Club #001 the file name should be: "001_CACTMC_Vehicle_list.xlsx"

CRS - Authorised Club Signatories:

When completing the Signatories form:

- the Club's details are to be entered at the top of the form
- The Club's Compliance Officer(s), if there are any, should all sign in the centre section.
NB: The Registrar should NOT sign this section.
- the Club's Registrar should sign at the BOTTOM of the form ONLY!

The "**CACTMC Affiliation Form**", the "**List of Club Endorsed Vehicles**" and the "**CRS - Authorised Club Signatories**" form, should ALL be submitted to the Secretary (email:

Secretary@CACTMC.org.au) by 10th June.

Please ensure that the details on all forms are clear and legible. Scan the forms if necessary, but photographs of forms are generally NOT acceptable due to their lack of contrast, definition and resolution!

CACTMC Carbon Offset Project

CACTMC is again providing Affiliated Clubs an opportunity to make a voluntary donation to the Carbon Offset Project.

The purpose of the Project is to enable Clubs to, in part, assuage the impact of the greenhouse gases generated by the vehicles that they have endorsed for Concessional registration. To participate, please add the suggested, or other, amount to your Club's Affiliation Fee payment.

The donated funds will be provided to an authorised local organisation that undertakes accredited land sector abatement projects: e.g. reforestation, revegetation, land care management in ACT.

In recent years CACTMC has been supporting the work of [Greening Australia](#) "a national not-for-profit committed to restoring Australia's diverse landscapes and protecting biodiversity in ways that benefit communities, economies, and nature."

2025-26 Fee Schedule

The annual Affiliation Fee payable by a Club is determined according to the number of members in the Club.

No of Members =====#	Annual Fee =====#	Carbon Offset =====#	Total =====#
Up to 49	\$40	\$10	\$50
50 to 149	\$75	\$25	\$100
150 or more	\$200	\$40	\$240

Payment to CACTMC

Payments to CACTMC are to be made by Electronic Fund Transfer (EFT), or by direct deposit from your Club's financial institution, to:

- Account Name: Council of ACT Motor Clubs Inc
- Westpac BSB: 032-636
- Account number: 387761
- Bank Reference: CACTMC Club Number + Club's Short NAME
(Note: cash and/or cheques can not be accepted by CACTMC's officers.)

NOTE for clubs with CRS, HVS & CVS endorsed vehicles:

Affiliation with CACTMC requires a club to submit the above forms AND pay the annual Affiliation Fee by 30 June.

Failure by a club to pay the applicable Fee and submit relevant reaffiliation documents by the due date, risks rendering all vehicles endorsed by that club for CRS, HVS & CVS, ineligible for use on public roads under the registration schemes of ACT & NSW.