



**Council of ACT Motor Clubs inc.**  
**PO Box 505 Woden ACT 2606**  
[www.CACTMC.org.au](http://www.CACTMC.org.au)  
[info@CACTMC.org.au](mailto:info@CACTMC.org.au)

**Notice to clubs to re-Affiliate for 2022/23**

The Council of ACT Motor Clubs' annual **Club Affiliation** is due **30<sup>th</sup> June 2022**.

To reaffiliate, a Club must complete and submit the following by June 30:

1. **"Annual Affiliation Return"** (page 2 of this pack);
2. **Pay the Affiliation Fee** as set out below under **"Payments to CACTMC"**.
3. Evidence of the Club's Incorporation, if applicable. (A copy of the *Certificate of Incorporation* and a current extract from the *Register of Incorporated Associations*).  
*(Note: by 30 June 2023 ALL CACTMC affiliated clubs are required to be Incorporated.)*

If the club is authorized to endorse **Concessional Registration Scheme (CRS)** applications, the club **MUST** also complete and submit the following **TWO** documents – also by June 30:

4. **List of CRS, HVS & CVS vehicles Endorsed by the Club;**
5. **ACT Concessional Registration Scheme - Authorised Club Signatories.**

**Note:** The **Annual Affiliation Return**, the **List of Endorsed Vehicles** (ACT CRS and NSW HVS & CVS) and the **Authorised Club Signatories** form, can ALL be submitted by: email to: [Secretary@CACTMC.org.au](mailto:Secretary@CACTMC.org.au); delivered by post, to PO Box 505 Woden 2606; or handed to the Secretary at a CACTMC meeting.

Please ensure that the forms and the text are clear and legible. (Photos of the forms will generally NOT suffice!) The List of Endorsed Vehicles may be submitted as a spreadsheet, provided the data is presented in the same format. Regardless of the method of delivery, the documents must be received by the Secretary **by June 30**.

**Carbon Offset Program**

Council is again providing its affiliated Clubs the opportunity to make a voluntary donation to Council's **Carbon Offset Project** to assuage the impact of the greenhouse gasses generated by Clubs' concessionally registered vehicles. To participate, please add the suggested, or other, amount to your Club's Affiliation Fee payment. The donated funds will be provided to an authorized local organisation that undertakes accredited land sector abatement projects: e.g. reforestation, revegetation, land care management, etc.

The **annual Affiliation Fee** is dependent on the number of current club members according to the schedule:

Number of Club Members	Annual Fee	Carbon Offset	Total
1 to 49	\$40	\$10	\$50
50 to 149	\$75	\$20	\$95
150 or more	\$200	\$40	\$240

**Payments to CACTMC** are required to be made by **Electronic Fund Transfer (EFT)**:

Account Name:	<b>Council of ACT Motor Clubs Inc</b>
BSB:	<b>032-636</b>
Account number:	<b>387761</b>
Bank Reference:	<b>CACTMC Club Number &amp; Club Short NAME</b>

*Note: Payments by cash, cheque or credit card cannot be accepted.*

**IMPORTANT NOTE for clubs with CRS, HVS & CVS endorsed vehicles**

Affiliation with Council, for the purposes of concessional/conditional registration requires a club or organisation to pay the annual CACTMC Affiliation Fee and submit the above documentation by 30 June. Failure by a club or organisation to reaffiliate by the due date, renders all of the vehicles endorsed by that club for CRS, HVS & CVS, ineligible for use under the concessional/conditional registration schemes of ACT & NSW.



**COUNCIL OF ACT MOTOR CLUBS INCORPORATED  
ANNUAL AFFILIATION RETURN**

**Club name (short):** \_\_\_\_\_ **Club #:** \_\_\_\_\_ **Incorporation ID:** \_\_\_\_\_

**Club name (full):** \_\_\_\_\_

**Club email:** \_\_\_\_\_

**Club web site:** http[s]://www.\_\_\_\_\_

**President's name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**President's email:** \_\_\_\_\_

**Delegate (#1) name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Delegate (#1) email:** \_\_\_\_\_

**Delegate (#2) name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Delegate (#2) email:** \_\_\_\_\_

**Club Registrar's name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Club Registrar's email:** \_\_\_\_\_

**Number of Financial Members:** ACT: \_\_\_\_\_ NSW: \_\_\_\_\_ Other: \_\_\_\_\_ Total: \_\_\_\_\_

**Affiliation Fee** of \$ \_\_\_\_\_ was paid on \_\_\_ / \_\_\_ / 20\_\_\_ Bank reference: \_\_\_\_\_

A donation of \$ \_\_\_\_\_ has been included for the **CACTMC Carbon Offset Project**.

**Signed:** \_\_\_\_\_ **Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_

email to: **Secretary@CACTMC.org.au**

Or mail to: **The Secretary, CACTMC, PO Box 505, Woden, ACT 2606**

Or deliver to the Secretary at a CACTMC General Meeting no later than **June 30**.









## Concessional Registration Scheme Authorised Club Signatories



### Club details

The nominated club must be affiliated with the Council of ACT Motor Clubs Inc.

Club name

Club number

Name of club registrar

Full address

Postal address

Email address

Telephone number

### Signatories

The below signatories are authorised to sign on behalf of the above Council of ACT Motor Clubs affiliated Car Club for RTA purposes.

	Name of Club Compliance officer/Authorised representative	Signature
1		
2		
3		
4		
5		

**Privacy Statement:** The information you provide on this form is being collected for vehicle registration purposes. The information may be used by the Road Transport Authority for the purpose of any of its statutory functions. The information may be used for the administration of vehicle registration legislation and enforcement. The information may be disclosed to Commonwealth, Territory or State law enforcement agencies; transport authorities and government agencies authorised by law. The *Information Privacy Act 2014* prevents the ACT Government from using your information and retained images for any unauthorised purpose and require it to implement safeguards to protect the information and retained images from unauthorised access.

### Club registrar signature

Signature of Club Registrar

Date

Forward to the Council Registrar:

PO Box 505 WODEN ACT 2606

Council Stamp