



Government of **Western Australia**  
Department of **Mines, Industry Regulation and Safety**  
**Consumer Protection**

Our Ref: Job No. 1819977;  
IARN: A0821135W  
Enquire

Mr David Timmel  
[REDACTED]

By email: [REDACTED]

23 November 2022

Dear Mr Timmel

**ASSOCIATIONS INCORPORATION ACT 2015**  
**MELVILLE CITY HOCKEY CLUB INC (the Association)**

I refer to the Notice of special resolution to change the rules form (Form 5) received by the Department of Mines, Industry Regulation and Safety - Consumer Protection Division (Consumer Protection) on 28 September 2022.

You are advised that the changes have been lodged effective **18 November 2022** and placed on our records on the basis that the Association's executive or committee have declared that the amendments were passed by special resolution (75% majority) of members at a general meeting.

Consumer Protection undertakes random audit reviews of revised rules (also referred to as the constitution) with regard to the matters set out in Schedule 1 but this is not conducted for every form. However, the Association will be advised of any findings in the event that a review is undertaken.

It is important to be aware that under the Act the rules of every incorporated association are required to contain the Schedule 1 matters. If the rules do not include all of the Schedule 1 requirements or are inconsistent with the Act, parts of the Prescribed Model Rules that deals with the matter will automatically apply until corrected by the Association.

It is appreciated that the process of applying the Prescribed Model Rules has the potential to be confusing for members. In light of this Associations are strongly encouraged to conduct their own review of the rules to ensure the mandatory requirements set out in the Act are addressed.

Consumer Protection's webpage has a range of publications, tools and videos designed to assist associations with understanding the requirements of the Act, as well as reviewing and updating the rules. Associations are encouraged to visit [www.dmirs.wa.gov.au/cp/changerules](http://www.dmirs.wa.gov.au/cp/changerules) to utilise these resources.

Lastly, it is also opportune to remind the Association that under the Act there is now the requirement to submit an Information Statement (the Statement) to Consumer Protection. The Statement is required to be lodged no later than six months after the end of the

association's end of financial year. The Statement can be submitted using AssociationsOnline which is available at [www.commerce.wa.gov.au/associationsonline](http://www.commerce.wa.gov.au/associationsonline).

Should you require any further information in relation to this matter, please contact Associations Registration staff on 1300 30 40 74 or by email to [associations@dmirs.wa.gov.au](mailto:associations@dmirs.wa.gov.au).

Yours sincerely

A handwritten signature in black ink, consisting of a stylized, cursive script that is difficult to decipher. It appears to be a single name or set of initials.

for  
Commissioner for Consumer Protection