

# ASSOCIATIONS NEWSLETTER



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

Issue 25

## During the three year transition period incorporated associations and clubs have lodged 15,152 applications to change their rules

Almost fifty per cent were submitted in the last twelve months of the transition period. While our processing times have been impacted during the peak period, our Associations Registration Team is working tirelessly to action all of the requests received. We would like to thank all associations and clubs for their continued patience during this peak period.

### After the transition period...

All incorporated associations and clubs were given three years to review and update their rules to comply with the Act. This Transition Period ended on 30 June 2019.

If you have not updated your rules, it does not mean that the document has expired or is invalid. Instead, the relevant clauses from the [Prescribed Model Rules](#) are deemed to apply if any of the [Schedule 1 requirements](#) are missing from your rules.

To remove any uncertainty, please review your rules now if you have not done so already. Our [Rules Workbook](#) is a step by step guide to help you review and update your rules to comply with the Act. You will find other useful [change of rules resources](#) on our website.

### Have you held your AGM?

There are three actions that all incorporated associations and clubs must do every year within six months after the end of their financial year. These are:

- **hold an Annual General Meeting (AGM);**
- **prepare financial report/statements which are presented at the AGM; and**

- Lodge an [Associations Information Statement](#) with Consumer Protection.

The financial year for the majority of incorporated associations and clubs ends on 30 June so these organisations have until 31 December 2019 to meet these obligations.

If the AGM cannot be held within the timeframe required by the Act an [application requesting further time](#) to hold the meeting will need to be lodged prior to the six month period ending.

## More information

Our [INC Guide](#) has been revised making it concise and up to date. The Inc Guide includes chapters dedicated to [Meetings](#) and [Accounts and Auditing](#) to assist you with the obligations relating to holding an AGM and financial reporting.

## Office closure over Christmas/New Year

The Department of Mines, Industry Regulation and Safety will be closing its offices over the Christmas/ New Year period from **Wednesday 25 December 2019 to Wednesday 1 January 2020** inclusive. The Associations General Enquiry line is also closed during this period. **Normal services will resume on Thursday 2 January 2020.**

29 October 2019



You have received this email because you are subscribed to the AssociationsInfo newsletter. This service is published by the Consumer Protection division of the Department of Mines, Industry Regulation and Safety. © 2019

[wa.gov.au](#)

All contents copyright © Government of Western Australia.

Subscribe | [Unsubscribe from this list](#) | [Update subscription](#) | [View web version](#)