



# Membership Application Process & Form

## MEMBER CLUB

### Application process

Please ensure you have read BWA's [Rules of Association](#) (constitution) and [Member Club Policy](#) document (copies attached) before completing the form below. An Insurances Questionnaire is also attached. Additional information is available on the [BWA website](#).

If your organization requires more information on membership and insurances costs before submitting your membership application, please email the President ([president@bushwalkingwa.org.au](mailto:president@bushwalkingwa.org.au)).

After completing the form below and the attached Insurances Questionnaire, please email these 2 pages (as an edited word doc or scanned pdf copy) together with the Questionnaire and files of i) your organisation's **Rules of Association** (if incorporated); ii) **Club logo** (image file); and iii) preferably a typical **Club activity photo** (image file for BWA website) to:

**Attn Secretary, Bushwalking WA** [secretary@bushwalkingwa.org.au](mailto:secretary@bushwalkingwa.org.au)

Upon receipt, your application will be considered at BWA's next Board meeting.

If the Board accepts the application your organisation's name will then be entered into BWA's membership register, making your organization a Member of BWA.

Note: The attached Insurances Questionnaire is also issued annually in late Feb./early March to all Member Clubs in advance of insurances renewals on 1 July each year. BWA highly recommends all Member Clubs to be incorporated and to avail themselves of the special comprehensive insurances cover, but Clubs are given an opportunity via the questionnaire to decline insurances if they wish.

BWA invoices Member Clubs for fees and insurance costs via email. BWA's annual membership renewal date is 30 June.

## MEMBER CLUB APPLICATION (or UPDATE)

### APPLICANT ORGANISATION

NAME (Club or other) .....

WEBSITE .....

GEN. MEETING LOCATION      SUBURB/TOWN.....      POSTCODE.....      (Note: For online map location. only)

OFFICE HOLDERS	Title	First name/s	Surname	Email	Phone
President	.....	.....	.....	.....	.....
Treasurer	.....	.....	.....	.....	.....
Secretary	.....	.....	.....	.....	.....
Other?	.....	.....	.....	.....	.....
Other?	.....	.....	.....	.....	.....

INCORPORATED?      YES      NO  
(delete one)

RULES OF ASSOCIATION      YES      NO  
Constitution available?

CURRENT NO. OF MEMBERS  
(insert no.)      .....

LIST OF MEMBERS AVAILABLE?      YES      NO  
(delete one)

INSURANCES COVER REQUIRED?      YES      NO      (Note: The completed Insurances Questionnaire will be required.)

PREFERRED CONTACT PERSON/S?      ..... (Note: Will also receive BWA e-Newsletter.)

NOMINATED VOTING REP.      ..... (Note: Member Club has a single vote at BWA meetings.)

ALTERNATE VOTING REP.      .....

**CLUB PROFILE:** To be in concise dot-pointed sentences (max. 9 points) for inclusion with logo and your chosen Club activity image on the BWA website.

- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....

**VOLUNTEER SUPPORT:** The effectiveness and success of BWA depends on active involvement of our members. Please consider if you, or any members of your organisation, are willing to assist BWA in any way. If so please give details, including skills:

Available to serve on a BWA Committee or other (eg Trails, Access issues, Promotions, Member Club liaison):

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.....

Assist with Newsletter/Website/Social Media:

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.....

Interested in standing for Board if vacancy arises:

.....  
.....

Interested in being available as an 'associate' (eg to assist Board with special skills/advice):

.....  
.....

Any other contribution (eg fundraising): .....

Volunteer/s name & contact details: .....

**Application completed for and on behalf of the applicant by:** .....

Date: .....