MEMBERSHIP SUBSCRIPTION POLICY

DARLING DOWNS POTTERS' CLUB LTD

1. Authority and Status

1.1

This policy is made under the authority of the Board of Directors in accordance with the Articles of Association of Darling Downs Potters' Club Ltd ("the Club").

1.2

The Club operates as a not-for-profit body under its Memorandum of Association.

1.3

This policy is fully subordinate to the Articles of Association and Memorandum of Association. If there is any inconsistency, the Articles and Memorandum prevail.

2. Membership Subscriptions

2.1

Annual subscriptions are determined by members at the Annual General Meeting (AGM).

2.2

The subscription applies to the financial year 1 July to 30 June.

2.3

The Board does not set or vary subscription amounts.

2.4

Annual subscriptions are payable on or before 1 July for the ensuing financial year.

3. Membership Commencement

Membership commences when:

- the Board approves the application in accordance with the Articles; and
- the required subscription is received.

4. Standard Applications (1 July – 31 December)

Members joining during this period pay the full AGM-approved annual subscription for the current financial year.

No adjustment applies.

5. Administrative Joining Period (1 January – 30 June)

5.1

Applications received between 1 January, and 30 June are classified as the Administrative Joining Period.

5.2

Members joining during this period shall pay:

- a pro-rata subscription for the remainder of the current financial year; and
- the full AGM-approved annual subscription for the following financial year in advance.

5.3

This arrangement is administrative only and:

- does not create a discount or reduced rate;
- does not create a separate class of membership; and
- does not vary the AGM-approved subscription.

6. Pro-Rata Calculation

6.1

The pro-rata subscription applies only to the current financial year in which the member joins.

6.2

The pro-rata amount is calculated as:

- 1/12 of the AGM-approved annual subscription per full calendar month from the month of joining to 30 June; and
- part months are counted as a full month.

7. Changes to AGM-Approved Subscriptions

7.1

Annual subscription amounts are determined at the Annual General Meeting (AGM) and apply from the financial year commencing 1 July following the AGM.

7.2

Where a member has paid a subscription in advance under this policy, and a new AGM-approved subscription amount applies for the following financial year, any adjustment shall be calculated using the same pro-rata method set out in Clause 6.

7.3

Nothing in this policy limits the authority of the AGM to determine annual subscription amounts.

8. Board Administration

The Board may determine administrative procedures for implementing this policy.

The Board must not:

- vary AGM-approved subscription amounts;
- create discounts or alternative pricing structures; or
- create additional membership categories outside the Articles.

The Board may require advance payment of subscriptions where necessary to maintain alignment with the Club's financial year.

9. Administrative Subscription Schedule (for guidance only)

The following schedule is provided for administrative guidance only and is based on an AGM-approved annual subscription of $120.

Where the AGM approves a different annual subscription amount, the same calculation method set out in Clause 6 applies and all amounts in this schedule are to be read proportionally to the new approved subscription.

Applications Received Between 1 January and 30 June

Month Joined	Pro-Rata Current Financial Year Subscription	Following Financial Year Subscription	Total Payable
January	$60	$120	$180
February	$50	$120	$170
March	$40	$120	$160
April	$30	$120	$150
May	$20	$120	$140
June	$10	$120	$130

Applications received between 1 July, and 31 December pay the full AGM-approved annual subscription for the current financial year in accordance with Clause 4.

10. Transitional Arrangements

10.1

This policy applies to membership applications received on or after the date of its adoption.

10.2

Subscriptions paid prior to adoption remain valid for the period for which they were paid.

10.3

Existing members retain their membership arrangements until renewal.

11. Review

This policy will be reviewed every 2 years or earlier if required due to:

- changes to the Articles or Memorandum;
- legislative requirements; or
- Board resolution.