Colo Soccer Football Club Incorporated

Rules

As Amended November 2026

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PART 1 - NAME AND OBJECTS

1. The name of The Club shall be Colo Soccer Football Club Incorporated, referred to in these Rules as "The Club".

2. The objects of The Club shall be to promote, foster, encourage and participate in the sport of soccer Football and the enjoyment thereof.

3. The Club shall affiliate with the Nepean Football Association Inc. and shall recognise:

   (a) Nepean Football Association Inc. as the authority for football within the Nepean region;
   (b) Football NSW as the authority for football in New South Wales; and
   (c) Football Australia as the national authority for football in Australia.

   The Club shall comply with the Constitutions, Regulations, Policies, Rules and lawful directions of Nepean Football Association Inc., Football NSW and Football Australia, as amended from time to time.

4. The Club colours shall be GREEN, GOLD and BLACK.

PART 2 - PRELIMINARY

RULE 1 - INTERPRETATION

1. In these Rules, except in so far as the context or subject matter otherwise indicates or requires:

   "Ordinary Member" means any member who is a person who has been accepted to membership in accordance with Rule 2 hereof.

   "Colo Soccer Football Club Incorporated" means Colo Soccer Football Club (Colo Cougars) Inc.

   "Football NSW Rules and Regulations" means the Constitution, By-Laws and any other rules, regulations, policies, procedures, codes of conduct, directives and guidelines developed, promulgated and implemented by Football NSW from time to time.

   "Football Australia Rules and Regulations" means any Football Australia statutes and any other rules, regulations, policies, procedures, codes of conduct and guidelines developed, promulgated and implemented by Football Australia from time to time as they apply to Football NSW and Members, as amended from time to time.

   "Honorary Life Member" means a person elected to honorary life membership pursuant to Rule 2.

   "Life Member" means those members who have been elected to life membership of The Club in accordance with these Rules.

   "Committee" means the governing body of The Club.

   "Parent or Guardian" means a person who is eligible to sign on behalf of a member or player that has not attained the age of 18 (eighteen) years of age.

   "Secretary" means: the person holding office under these rules as Secretary of The Club.

   "The Act" means The Associations Incorporation Act, 2009 (NSW).

   "The Regulation" means the current Associations Incorporation Regulation.

"The Club" where referred to in these rules shall be deemed to mean Colo Soccer Football Club Incorporated

2. In these rules:
(a)a reference to a function includes a reference to a power, authority and duty; and
(b)a reference to the exercise of a function includes where a function is a duty, a reference to the performance of the duty.

3. The provisions of the Interpretation Act, 1987, apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

RULE 1A - AFFILIATION

1. The Colo Soccer Football Club Incorporated shall remain affiliated with Nepean Football Association Inc. and shall recognise:

   (a) Nepean Football Association Inc. as the governing body for football within the Nepean region;
   (b) Football NSW as the governing body for football in New South Wales; and
   (c) Football Australia as the governing body for football in Australia.

2. The Club acknowledges and agrees that it shall:

   (a) comply with and observe the constitutions, by-laws, regulations, policies and lawful direction of Nepean Football Association Inc., Football NSW and Football Australia;

   (b) administer its affairs consistently with those governing documents; and

   (c) maintain its affiliation with those organisations;

3. To the extent of any inconsistency between this Constitution and the Rules and Regulations of Football NSW, the Rules and Regulations of Football NSW shall prevail to the extent of the inconsistency.

PART 3 - MEMBERSHIP

RULE 2 - MEMBERSHIP QUALIFICATIONS

1. A person is qualified to be an ordinary member of The Club if, but only if:

   (a) the person is a natural person who has been nominated for membership of The Club as provided by Rule 3; and

   (b) has been approved for membership of The Club by the Committee of The Club.

2. An existing paid up Ordinary member, or Life member of The Club will continue to be a member of The Club under these amended rules November 2026 with immediate effect.

3. A **Life Member** shall be any person who has rendered exceptional and sustained service to the Club for a period of not less than ten (10) years and as such by a two thirds majority of those present at any Committee Meeting of The Club, following acceptance of any nomination by the Executive Committee, and shall thereafter be entitled to all privileges (including entitlement to vote and take part in the management of The Club) as an ordinary member of The Club.

   The satisfaction of the minimum service requirement does not of itself entitle a person to Life Membership.

   Life Members may be elected in any one financial year in such number as the Committee Meetings shall determine. Each nomination being put to a separate vote, must attain a two-thirds majority to be elected. Nomination for Life Membership with (proposers and seconders) and supporting information will only be accepted up to twenty-one (21) days before a Committee Meeting and with the approval of the majority of the Executive Committee.

   Any privileges or responsibilities associated with Life Membership shall not extend or be transferable to any other person.

4. (a) A person may be elected as an **Honorary Life Member** in recognition of:

   (i) exceptional sporting achievement;

   (ii) significant contribution to football; or

   (iii) substantial support of the Club,

   (b) where that person may not otherwise satisfy the criteria for Life Membership.

   (c) A nomination for Honorary Life Membership must be approved by a resolution of the Committee and ratified by an Ordinary Resolution passed at a General Meeting.

   (d) Honorary Life Members shall not be required to pay membership fees.

   (e) Honorary Life Members may attend Club functions and General Meetings as invited guests of the Club.

   (f) Honorary Life Members shall not:

   (i) have voting rights at General Meetings;

   (ii) hold office as a Committee Member solely by virtue of their honorary status;

   (iii) be counted in determining a quorum at a General Meeting; or

   (iv) enjoy any rights of membership except those expressly conferred by this Constitution.

   (g) Honorary Life Membership is honorary in nature and does not constitute membership of the Club for the purposes of voting or governance.

5. The Club shall maintain a Register of Members in accordance with the requirements of the Associations Incorporation Act 2009 (NSW).

6. All Members acknowledge and agree to be bound by this Constitution and any policies, regulations, codes of conduct or lawful directions made pursuant to it.

RULE 2A – EFFECT OF MEMBERSHIP

1. Each Member acknowledges and agrees that:

   (a) this Constitution forms a contract between the Member and the Club;

   (b) the Member is bound by this Constitution and all regulations, policies and codes of conduct adopted by the Club;

   (c) the Member is bound by the constitutions, regulations, by-laws and policies of Nepean Football Association Inc., the Football NSW Rules and Regulations and the Football Australia Rules and Regulations

   (d) any right, privilege or benefit obtained through membership is conditional upon continued compliance with those documents;

   (e) To the extent of any inconsistency between the Constitution, by-laws, rules and regulations of the Club, then to the extent of any such inconsistency, the Football NSW Rules and Regulations shall prevail;

   (f) the Member submits to the disciplinary and grievance procedures of the Club, Nepean Football Association Inc., Football NSW and Football Australia; and

   (g) the Member agrees not to commence or pursue proceedings in a court or tribunal concerning a football dispute unless and until all applicable grievance, disciplinary and appeal procedures of the Club, Nepean Football Association Inc., Football NSW and Football Australia have been exhausted

RULE 3 - APPLICATION FOR MEMBERSHIP

1. An Application for membership of The Club:

   (a) shall be made by way of written application to play soccer, manage or coach soccer within The Club and its designated teams, together with the entrance fee or annual subscription; and shall be lodged with the registrar or other designated officer of The Club.

   (b) Or, in the event that the person is not a player, manager or coach, shall be made in writing in the form set out in Appendix 1 to these rules together with the entrance fee or annual subscription, and shall be lodged with the secretary or other designated officer of The Club.

2. In the event that the applicant has not attained the age of 18 (eighteen), the application form will be signed by the Parent or Guardian

3. As soon as practicable after receiving an application for membership, the Registrar or other designated officer shall refer the application to the Committee which shall determine whether to approve or reject the application.

4. Where the Committee determines to approve an application for membership, the Registrar shall, as soon as practicable after that determination, enter the applicant into the register of members. Upon the name being so entered, the applicant becomes a member of The Club.

5. Where the Committee determines to reject an application for membership, the Registrar or other designated officer shall soon as practicable after that determination, advise the applicant in writing. The decision of The Club cannot be challenged.

6. Every applicant for membership:

(a) acknowledges and agrees that this Constitution constitutes a contract between the applicant and the Club;

(b) agrees to be bound by this Constitution and all regulations, policies, codes of conduct and lawful directions of the Club;

(c) agrees to be bound by the constitutions, by-laws, regulations, policies and directions of Nepean Football Association Inc., Football NSW and Football Australia;

(d) submits to the jurisdiction of the Club and the football governing bodies referred to in this clause; and

(e) acknowledges that membership is granted upon these terms

RULE 4 - CESSATION OF MEMBERSHIP

1. An Ordinary Member (excludes Life Member or Committee) shall cease to be a member of The Club at the end of each season i.e. winter or summer

2. Other than specified in Rule 4.1 a person shall cease to be a member of The Club if that person

(a) resigns that membership; or
(b) becomes un financial; or
(c) is expelled from The Club; or
(d) dies.

RULE 5 - MEMBERSHIP ENTITLEMENTS NOT TRANSFERABLE

A right, privilege, or obligation, which a person has by reason of being a member of The Club:
(a) is not capable of being transferred to another person; and
(b) terminates upon cessation of the person's membership.

RULE 6 - RESIGNATION OF MEMBERSHIP

1. A member of The Club is entitled to resign that membership in accordance with this rule.
2. A member of The Club who has paid all amounts payable by the member to The Club in respect of the member's membership may resign from membership of The Club by first giving notice being in writing to the secretary or other designated officer of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.
3. Where a member ceases to hold membership, the Registrar or other designated officer shall make an appropriate entry into the register of members recording the date on which the member ceased to be a member.

RULE 7 - REGISTER OF MEMBERS

1. The Registrar or other designated officer of The Club shall establish and maintain a register of members of The Club specifying the name and address of each person who is a member of The Club, together with the date on which that person became a member.
2. The Register of Members shall be maintained in accordance with the requirements of the Associations Incorporation Act 2009 (NSW). Access to the Register shall be provided only to the extent required by law. Residential addresses, email addresses, telephone numbers and other personal contact information may

be withheld where permitted by law or where disclosure would reasonably be expected to compromise personal privacy or safety

RULE 8 - FEES AND SUBSCRIPTIONS

1. With the exception of Life Members, a member of The Club, shall upon application to membership, pay to The Club, a fee or fees as the Committee shall determine from time to time.

2. Membership fees shall be payable:
   (a) at time of registration for Players, Coaches, and Managers;
   (b) at time of application for all other members, and thereafter at the commencement of The Club's financial year, within 30 days of receipt of an Invoice for payment from The Club

RULE 8A – DISCIPLINARY MATTERS

1. A Member may be disciplined if the Member:

   (a) breaches this Constitution;

   (b) breaches a regulation, policy or code of conduct of the Club;

   (c) breaches a regulation, rule or policy of Nepean Football Association Inc., Football NSW or Football Australia;

   (d) acts in a manner prejudicial to the interests of the Club; or

   (e) brings the Club or the game of football into disrepute.

2. The Committee may investigate any disciplinary matter and determine appropriate sanctions. Any Committee member who is the subject of, witness to, or otherwise materially involved in the disciplinary matter must not participate in the investigation, deliberations or determination of the matter. Disciplinary matters shall be dealt with in accordance with Rule 10A.

3. Before imposing a sanction, the Committee must:

   (a) notify the Member of the alleged conduct;

   (b) provide particulars of the allegation;

   (c) provide the Member with a reasonable opportunity to respond; and

   (d) consider any response received.

4. Sanctions may include:

   (a) caution;

   (b) reprimand;

   (c) suspension;

   (d) removal from office;

   (e) cancellation of membership; or

(f) any other sanction reasonably necessary to protect the interests of the Club and proportionate to the conduct concerned.

5. This Rule does not limit the powers of Nepean Football Association Inc., Football NSW or Football Australia under their respective governing documents.

RULE 8B – GRIEVANCE AND DISPUTE RESOLUTION

1. Any dispute between:

   (a) the Club and a Member; or

   (b) two or more Members,

   arising from or relating to football activities, membership, administration or governance of the Club must first be addressed in accordance with this Rule.

2. The parties must attempt to resolve the dispute by discussion and good faith negotiation.
3. The parties must participate in mediation if requested by the Committee or required by the dispute resolution procedures of Nepean Football Association Inc., Football NSW or Football Australia. The costs of any mediation shall be borne equally unless otherwise agreed
4. If the dispute is not resolved within fourteen (14) days, the matter must be referred to:

   (a) any dispute resolution procedure adopted by the Club; or

   (b) where applicable, the dispute resolution procedures of Nepean Football Association Inc., Football NSW or Football Australia.

5. No party may commence court proceedings concerning a dispute governed by this Rule until all applicable football dispute resolution, grievance and appeal procedures have been exhausted

RULE 9 - MEMBERS' LIABILITIES

The liability of a member of The Club to contribute towards the payment of the debts and liabilities of The Club, or the costs, charges and expenses of the winding up of The Club, is limited to the amount, if any, unpaid by the member in respect of membership of The Club as required by Rule Eight (8).

RULE 10A - DISCIPLINING OF MEMBERS

1. Where the Executive Committee is of the opinion that a member of The Club:
   (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or
   (b) has persistently and wilfully acted in a manner prejudicial to the interest of The Club;
2. The Executive Committee may, by resolution:
   (a) expel the member from The Club; or
   (b) suspend the member from membership of The Club
3. Prior to any meeting of the Executive Committee convened to consider a motion for the expulsion or suspension of any member in accordance with Clause One (1) the Secretary shall, as soon as practicable, cause a notice in writing to be served on the member:
   (a) setting out the resolution and the grounds on which it is based;
   (b) stating that the member may address the Executive Committee at a meeting not later than twenty-eight (28) days after service of the notice;
   (c) stating the date, place and time of that meeting; and
   (d) informing the member that the member may do either or both of the following:
      (i) attend and speak at that meeting;
      (ii) submit to the Committee at or prior to the date of that meeting written representations relating to the proposed resolution and the grounds on which it is

based.

4. At a meeting of the Executive Committee held as referred to in Clause Two (2), the Committee shall:
   (a) give to the member an opportunity to make oral representations;
   (b) give due considerations to any written representations prior to the meeting; and
   (c) by resolution determine whether to confirm or to revoke the resolution.
5. Where the Executive Committee confirms a resolution under Clause Three (3), the Secretary shall, with in seven (7) days after that confirmation, by notice in writing inform the member of the fact of the member's right of appeal under Rule Eleven (11).
6. A resolution confirmed by the Executive Committee under Clause Three (3) does not take effect:
   (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal; or
   (b) where within that period the member exercises the right of appeal, unless and until The Club confirms the resolution pursuant to Rule Eleven (11.4).

RULE 10B – DISPUTE RESOLUTION PROCEDURE

The Club's dispute resolution procedures shall be conducted in accordance with Rule 8B and any applicable policies adopted by the Committee

RULE 11 - RIGHT OF APPEAL OF DISCIPLINED MEMBER

1. A member may appeal to The Club in writing against a resolution of the Executive Committee which is confirmed under Rule Ten (10.4), within seven (7) days after notice of the resolution is served on the member by lodging with the Secretary a notice to that effect.

2. Upon receipt of a notice from a member under Clause One (1), the Secretary shall notify the Executive Committee which shall convene a General Meeting of The Club to be held within twenty-one (21) days after the date on which the Secretary received the notice.
3. At a General Meeting of The Club convened under Clause Two (2):
   (a) no business other than the Question of appeal shall be transacted;
   (b) the Executive Committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
   (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
4. If at the General Meeting The Club passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

PART 4 - THE COMMITTEE

RULE 12 – POWERS OF THE COMMITTEE

The Committee of The Club and, subject to the Act, the Regulation and these rules, and to any resolution passed by The Club in General Meeting:

   (a) Shall control and manage the affairs of The Club;
   (b) May exercise all such functions as may be exercised by The Club other than those functions that are required by these Rules to be exercised by a General Meeting of members of The Club;
   (c) Has power to perform all such acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of The Club; and
   (d) Has power to form such Sub-Committees and appoint persons to serve on such Sub-Committees as may be desirable and appropriate to exercise all its duties and to delegate to such Sub-Committees such powers as the Committee itself may exercise, provided however that any decision of any Sub-Committee so formed shall be subject to review by

the Executive Committee at any time without notice by ordinary resolution.

RULE 13 – POWERS OF THE EXECUTIVE COMMITTEE

The Executive Committee Shall consist of the President, Vice President, Treasurer, Secretary, Property Officer, Competition Secretary/s, and Registrar/s and shall be empowered to deal with all matters only of great urgency in the interest of The Club. They shall act as a Committee, subject to a quorum of 50%, and report their actions to the next Committee Meeting, which shall only over-ride such decisions by a 75% vote of The Committee.

RULE 14 - CONSTITUTION AND MEMBERSHIP

1. The Executive Committee shall consist of:

   a) President
   b) Vice President
   c) Treasurer
   d) Secretary
   e) Property Officer
   f) Competition Secretary/s (2 Maximum)

   g) Registrar/s (2 Maximum)

   Other Committee members shall consist of:
   h) Equipment Officer
   i) Canteen Manager/s (3 Maximum)
   j) Sponsorship Officer
   k) Grounds Officer/s (2 Maximum)
   l) Fundraising and Event Co-ordinator
   m) Director of Coaching
   n) Female Football Co-ordinator
   o) Miniroos Coaching Co-ordinator
   p) Cadet Referee Co-ordinator
   q) Social Media Manager
   r) General Committee Members – such number as is determined by resolution of the members at the Annual General Meeting or any General Meeting.
   s) Immediate past President (at the invitation of the incoming committee in the year immediately following the president stepping down the ex president may be asked to join the committee)

Each of whom shall be elected at the Annual General Meeting according to Rule Fifteen (15).

2. Each member of the Committee shall, subject to these Rules, hold office until the conclusion of the Annual General Meeting following the date of the member's election, but is eligible for re-election.
3. In the event of a casual vacancy occurring in the membership of the Committee, the Committee may appoint a member of The Club to fill the vacancy and the member so appointed shall hold office, subject to these Rules until the conclusion of the Annual General Meeting next following the date of appointment.

RULE 15- ELECTION OF COMMITTEE

1. Candidates nominated for election to the Committee must be members of The Club and their nominations shall be in writing, signed by two (2) members of The Club and accompanied by the written consent of the candidate (which may be endorsed on the nomination form, Appendix 3, or in similar form); and shall be delivered to the Secretary not less than seven (7) days prior to the Annual General Meeting at which the election is to take place.
2. If no prior nomination for any position during the specified time, nominations from the floor

of the meeting can be called for.

3. If insufficient further nominations are returned, any vacant positions remaining on the Committee shall be deemed to be casual vacancies and dealt with in accordance with Rule Fourteen (14.3)
4. If the number of nominations received exceed the number of vacancies to be filled, a secret ballot shall be held.
5. The ballot for the election of office bearers and or ordinary members of the Committee shall be conducted at the Annual General Meeting in such usual and proper manner as the Chairman may direct.

RULE 16- SECRETARY

1. It is the duty of the Secretary to keep minutes of:
   (a) All appointments of members of the Committee;
   (b) The names of members of the Committee present at a Committee Meeting or a General Meeting; and
   (c) All proceedings at Committee Meetings and General Meetings.
2. Minutes of proceedings at a Meeting shall be signed by the Chairperson of the next succeeding meeting.

RULE 17- TREASURER

It is the duty of the Treasurer of The Club to ensure that:

(a) All money due to The Club is collected and received and that all payments authorised by The Club are made;
(b) True and accurate books and accounts are kept, showing the financial affairs of The Club including full details of all receipts and expenditure connected with the activities of The Club.
(c) and that the books and accounts are checked /confirmed by The Clubs accountant at least every 12 months and available 21 days before the AGM.

RULE 18- PUBLIC OFFICER

(a) The Committee shall ensure that a person is appointed as Public Officer.
(b) The Committee may at any time remove the Public Officer and appoint a new Public Officer provided the person appointed is eighteen (18) years or older and a resident of New South Wales.
(c) The Public Officer shall be deemed to have vacated their position in the following circumstances:
   (i) death
   (ii) resignation
   (iii) removal by the Committee or at a General Meeting
   (iv) bankruptcy or financial insolvency
   (v) psychological or physical incapacity
   (vi) residency outside New South Wales
(d) When a vacancy occurs in the position of Public Officer the Committee shall within fourteen (14) days notify the Corporate Affairs Commission by the prescribed form and appoint a new Public Officer.
(e) The Public Officer is required to notify the Corporate Affairs Commission by the prescribed form in the following circumstances:
   (i) appointment, within fourteen (14) days
   (ii) a change of residential address, within fourteen (14) days
   (iii) a change in The Club's objects or rules, within one (1) month
   (iv) a change in the membership of the Committee, within fourteen (14) days
   (v) a report of The Club's financial affairs, with in one (1)month after the Annual General Meeting
   (vi) a change in The Club’s name, within one (1) month.

(f) The Public Officer may be an office bearer, committee member, or any other person regarded as suitable for the position by the Committee.

RULE 19- CASUAL VACANCIES

For the purpose of these rules, a casual vacancy in the office of a member of the Committee occurs if the member:

(a) Dies.
(b) Ceases to be a member of The Club.
(c) Becomes an insolvent under administration within the meaning of the Corporations Law.
(d) Resigns office by notice in writing given to the Secretary.
(e) Is removed from office under Rule Nineteen (19).
(f) becomes psychologically or physically incapable of managing their own affairs.
(g) Is absent without the consent of the Committee from three (3) consecutive Committee meetings
h) Becomes unfinancial

RULE 20- REMOVAL OF MEMBER

1. The Club in General Meeting may by resolution remove any member of Committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
2. Where a member of the Committee to whom a proposed resolution referred to in Clause One (1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representations be notified to the members of The Club, the Secretary or President may send a copy of the representations to each member of The Club, or, if they are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

RULE 21- MEETINGS AND QUORUM

1. The Committee shall meet together "Committee Meeting" for the despatch of business and adjourn at such times and places and at such frequencies as the Committee may determine not less than ten (10) times in each period of twelve (12) months. The time and place should wherever practical, be held on a monthly and consistent basis.
2. Additional meetings of the Committee may be convened:
   (a) at any time with reasonable notice by the President; or
   (b) by any two (2) members of the Committee, notice oral or written of which shall be given by the Secretary to each member of the Committee at least forty-eight (48) hours (or such other period as shall be unanimously agreed upon by the members of the Committee) before the time appointed for the holding of the meeting.
3. Notice of any meeting of The Club, shall specify the general business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business that the Committee members present at the meeting unanimously agree to treat as urgent business.
4. Any five (5) members of the Committee constitute a quorum (on the basis that at least 2 Executive Committee members make up the quorum) for the transaction of the business of a meeting of the Committee.
5. No business shall be transacted by the Committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present, the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
6. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.

7. At a Committee meeting:
   (a) The President, or in the President's absence the Vice President, shall preside.
   (b) If the President and the Vice President are absent or unwilling to act, such one of the

remaining members of the Executive Committee as may be chosen by the members present at the meeting shall preside.

RULE 22- DELEGATION BY COMMITTEE TO SUB-COMMITTEE

1. The Committee may, by instrument in writing, delegate to one or more Sub-Committees (consisting of such member or members of The Club as the Committee think fit) the exercise of such of the powers and functions of the Committee as the Committee think fit, other than:
   (a) This power of delegation; or
   (b) A function that is a duty imposed on the Committee by the Act or by any other law.
2. A function delegated to a Sub-Committee under this rule may be exercised bv the Sub-Committee until the delegation is revoked.
3. A delegation under this section may be made subject to such limitations or conditions as may be specified by the Committee.
4. Notwithstanding any delegation under this rule, the Committee may continue to exercise any function delegated.
5. Any act or thing done or suffered by a Sub-Committee acting in the exercise of a delegation under this rule has the same force and effect as it would have had it been done or suffered by the Committee.
6. The Committee may revoke wholly or in part any delegation under this rule.
7. A Sub-Committee may meet and adjourn as it thinks proper.

RULE 23- VOTING AND DECISIONS

1. Questions arising at a Committee meeting or of any Sub-Committee shall be determined by a majority of the votes of members of the Committee or Sub-Committee present at the meeting.
2. Each Committee member present at a meeting of the Committee (including the chairperson) is entitled to vote but, in the event of an equality of votes on any question, the chairperson may exercise a second or casting vote.
3. Each member appointed to a Sub-Committee and present at a meeting of a Sub-Committee (including the chairman) is entitled to vote but, in the event of an equality of votes on any questions, the chairperson may exercise a second or casting vote.
4. Ordinary Members, Life Members and Honorary Life Members may attend Committee meetings with the approval of the Committee, however they shall have no voting rights at any Committee meeting unless they are elected Committee Members
5. Honorary Life Members are not entitled to vote
6. Subject to Rule Twenty (21.5) the Committee may act notwithstanding any vacancy on the Committee.
7. Any act or thing done or suffered, or purporting to have been done or suffered by the Committee or by a Sub-Committee appointed by the Committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee or Sub-Committee.

PART 5 - GENERAL MEETINGS

RULE 24 - ANNUAL GENERAL MEETINGS - Holding of

1. The Club shall, at least once in each calendar year and within the period of six (6) months after the expiration of each financial year of The Club convene an Annual General Meeting of its members.
3. Clauses 1 and 2 have effect subject to any extension or permission granted by the Commission under Section 26 (3) of the Act.

RULE 25 - ANNUAL GENERAL MEETINGS - Calling of and Business at

1. The Annual General Meeting of The Club shall, subject to Act and to Rule Twenty Four (24), be convened on such date and at such place and time as the Committee thinks fit, and as most likely convenient to the majority of members

2. In addition to any other business that may be transacted at an Annual General Meeting, the Business of an Annual General Meeting shall be:
   (a)To confirm the Minutes of the last preceding Annual General Meeting and of any Special General Meeting held since that meeting.
   (b)To receive from the Committee reports upon the activities of The Club during the last preceding financial year.
   (c)To elect members of the Committee of The Club.
   (d)To receive and consider the Statement, which is, required to be submitted to members pursuant to Section 26(6) of the Act.
3. An Annual General Meeting shall be specified as such in notice convening it.

RULE 26 - GENERAL MEETINGS

1. General Meetings of The Club shall take place at such times and such places as the Committee shall from time to time determine.
2. Business at such General Meetings shall include:
   (a)Confirmation of Minutes of preceding General Meeting or any Special General Meeting held since the previous General Meeting.
   (b)To receive correspondence not previously dealt with by the Committee.
   (c)To receive reports from members of the Committee and any Sub-Committees.
   (d) General Business.

RULE 27 - SPECIAL GENERAL MEETINGS - Calling of

1. The Committee may, whenever it thinks fit, convene a Special General Meeting of The Club.
2. The Committee shall, on the requisition in writing of not less than fifty (50) ordinary members or five (5) per cent of the total numbers of ordinary members, which ever is the lessor, convene a Special General Meeting of The Club.
3. A requisition of members for a Special General Meeting -
   (a) Shall state the purpose of the Meeting.
   (b) Shall be signed by the Members making the requisition.
   (c) Shall be lodged with the Secretary; and
   (d) May consist of several documents in a similar form, each signed by one or more of the members making the requisition.
4. If the Committee fails to convene a Special General Meeting to be held within one (1) month after that date on which a requisition of members for the meeting is lodged with the Secretary, any one or more of the members who made the requisition may convene a Special General Meeting to be held not later than three (3) months after that date.
5. A Special General Meeting convened by a member or members as referred to in Clause (4) shall be convened, as nearly as is practicable in the same manner as General Meetings are convened by the Committee and any member who thereby incurs expense is entitled to be reimbursed by The Club for any expense so incurred.

RULE 28- NOTICE

1. Except where the nature of the business proposed to be dealt with at a Special General Meeting or Annual General Meeting requires a special resolution of The Club, the Secretary shall, at least fourteen (14) days before the date fixed for the holding of the Special General Meeting or Annual General Meeting, cause to be served on each member entitled to vote at such meetings, a notice specifying

the place and time of the meeting and the nature of the business proposed to be transacted at the meeting.

2. Where the nature of the business proposed to be dealt with at a General Meeting requires a special resolution of The Club, the Secretary shall, at least twenty-one (21) days before the date fixed for the holding of the General Meeting, cause notice to be served on each member in the manner provided in Clause (1) specifying, in addition to the matter required under Clause (1), the intention to propose the resolution as a special resolution.

3. No business other than that specified in the notice convening a Special General Meeting or Annual General Meeting shall be transacted at the meeting, except, in the case of an Annual General Meeting, business which may be transacted pursuant to Rule 25 (2).
4. A member desiring to bring any business before a General Meeting may give notice in writing of that business to the Secretary, who shall include that business in the next notice calling a General Meeting again after receipt of the notice from the member.

RULE 29 - PROCEDURE

1. No item of business shall be transacted at a General Meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
2. Ten (10) members present in person (being members entitled under these rules to vote at a General Meeting) constitute a quorum for the transaction of the business of a General Meeting.
3. If within half an hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting, if convened up on the requisition of members shall be dissolved and in any other case stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the chairperson or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
4. If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the Club Members present (being not less than three (3)) shall constitute quorum.

RULE 30 - PRESIDING MEMBER

1. The President or, in the President's absence the Vice President, shall preside as chairperson at each General Meeting of The Club.
2. If the President and Vice President are absent from a General Meeting or unwilling to act, the members present shall elect one of their numbers to preside as Chairperson at the meeting.

RULE 31 - ADJOURNMENT

1. The Chairperson of any meeting of The Club at which a quorum is present may, with the consent of the majority of members present and entitled to vote at such meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
2. Where a meeting of The Club is adjourned for fourteen (14) days or more, the Secretary shall give written or oral notice of the adjourned meeting to each member of The Club stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
3. Except as provided in Clauses 1 and 2, notice of an adjournment of a meeting of The Club or of the business to be transacted at an adjourned meeting are not required to be given.

RULE 32 - MAKING DECISIONS

1. Unless a ballot is demanded, a question arising at any meeting of The Club shall be determined on a show of hands, the results of which shall be declared by the Chairperson and recorded in the minutes.
2. At any meeting of The Club, a public ballot or a secret ballot may be demanded by the Chairperson or by not less than three (3) members present in person or his proxy.
3. Where a ballot is demanded, such ballot shall be taken:
   (a) Immediately in the case of a ballot which relates to the election of the Chairperson of the meeting or to the question of an adjournment; or

(b) In any other case, in such manner and at such time before the close of the meeting as the Chairperson directs and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

RULE 33- SPECIAL RESOLUTION

A resolution of The Club is a special resolution if:

(a) It is passed by a majority which comprises not less than three quarters (3/4) of such members of The Club as, being entitled under these rules so to do, vote in person or by proxy at a General Meeting of which not less than twenty-one (21) days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules; or

(b) Where it is made to appear to the Commission that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a), the resolution is passed in a manner specified by the Commission.

RULE 34 – VOTING

1. Upon any question arising at any meeting of The Club, with the exception of a Committee Meeting where only Committee Members have a vote, a member has one vote only.
2. All votes shall be given personally or by proxy, but no member may hold more than 5 proxies.
3. In the case of an equality of votes on a question at any meeting of The Club, the Chairperson of the meeting is entitled to exercise a second or casting vote.
4. A member or proxy is not entitled to vote at any meeting of The Club unless all money due and payable by the member or proxy to The Club has been paid.

RULE 35 - APPOINTMENT OF PROXIES

1. Each member shall be entitled to appoint another member as proxy by notice given to the Secretary no later than twenty four (24) hours before the time of the meeting in respect of which the proxy is appointed.

2. The notice appointing the proxy shall be by way of the completed Appendix 2, or in writing that includes the information set out in Appendix 2

PART 6 – MISCELLANEOUS

RULE 36 – INSURANCE

1. The Club shall effect and maintain insurance pursuant to Section 44 of the Act.
2. In addition to the insurance required under Clause (1), The Club may effect and maintain other insurance.

RULE 37 - FUNDS – SOURCE

1. The funds of The Club shall be derived from entrance fees and annual subscriptions of members, levies on registered players, donations, sponsorships and without limiting in any way, by such other means and sources as the Committee determines.
2. All money received by The Club shall be deposited as soon as practicable and without deduction to the credit of The Club's bank account.
3. The Club shall, as soon as practicable after receiving any money, issue an appropriate receipt.

RULE 38 - FUNDS – MANAGEMENT

1. Subject to any resolution passed by The Club in General Meeting, the funds of The Club shall be used in pursuance of the objects of The Club in such manner as the Committee determines.
2. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any two (2) members of the Executive Committee or the Administrator in lieu of one

Executive Committee member being members authorised to do so by the Committee.

3. No member of the Committee can commit to expend more than $400.00 (four hundred dollars) without prior permission of both the President and Vice President or the majority of the Executive Committee.

RULE 39 - ALTERATION OF OBJECTS AND RULES

Subject to Rule 51, The statement of objects and these Rules may be altered, rescinded or added to only by a special resolution of The Club.

RULE 40 - COMMON SEAL

1. The Common Seal of The Club shall be kept in the custody of the Public Officer.
2. The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures either of two (2) members of the Committee or have one (1) member of the Committee and of the Public Officer or Secretary.

RULE 41 – CUSTODY OF BOOKS

Except as otherwise provided by the Rules, the Public Officer shall keep in his or her custody or under his or her control all records, books and other documents relating to The Club.

RULE 42 - INSPECTION OF BOOKS

The records, books and other documents of The Club shall be open to inspection, free of charge, by any member of The Club at any reasonable time.

RULE 43 - SERVICE OF NOTICES

1. For the purpose of these Rules, a notice may be served by or on behalf of The Club upon any member either personally or by sending it by post or by email to the member at the member's postal or email address shown in the register of members.
2. Where a document is sent to a person by post properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.
3. Where a document is sent to a person by properly addressed to their email address, the document is deemed to have been served 24 hours after it was sent.

RULE 44 - PATRONS AND SPONSORS

1. The Club may elect Patrons, to hold office for as long as The Club may determine. Sponsors shall be such persons and/or organisations as render financial assistance to The Club and their rights under this section shall be concurrent with the time of their sponsorship. Patrons and Sponsors shall be entitled to attend all meetings of The Club and be heard on any matter but shall not be entitled to vote unless members.

2. No Major Sponsor, nor any person nominated by a Major Sponsor to represent its interests, shall be eligible for election or appointment to the Executive Committee while that sponsorship relationship exists. For the purposes of this Rule, "Major Sponsor" means any sponsor providing sponsorship or support at the highest sponsorship tier determined by the Committee from time to time.

RULE 45 - PAYMENT OF MEMBERS

A member of the Committee shall not be appointed to any salaried office of The Club and no remuneration or other benefit shall be given by The Club to any member of the Committee except:

(a) Repayment of out-of-pocket expenses.
(b) Interest at a rate not exceeding interest at the rate for the time being which is or would be charged by The Club's Bankers for money lent to The Club.
(c) Reasonable and proper rent for premises let to The Club.

(d) A Committee Member may be remunerated for services provided to the Club which are outside the ordinary duties of the Committee position where:

(i) the nature of the services and the proposed remuneration are fully disclosed to the Committee;

(ii) the remuneration does not exceed the amount that would reasonably be payable to an independent person performing the same services;

(iii) the Committee Member declares the nature of their interest;

(iv) the Committee Member is not present whilst the proposed remuneration is considered and voted upon;

(v) the Committee Member does not vote on the proposal; and

(vi) the approval and the reasons for approval are recorded in the minutes of the Committee meeting.

RULE 46 - SURPLUS PROPERTY

Upon the winding up or dissolution of The Club the surplus property is to be distributed to an organisation having like objects to The Club and located within the Hawkesbury Area. The determination of the organisations nominated to receive the surplus property shall be determined by the members of The Club by Special Resolution.

RULE 47 - INCOME AND PROPERTY

The income and property of The Club shall be used only for promotion of the objects of The Club and shall not be paid or transferred to members by way of dividend, bonus or profit.

RULE 48 – HONORARIUMS

An Honorarium for any person other than a Committee member may be considered at a committee Meeting.

RULE 49 –POLICIES AND PROCEDURES

1. All Ordinary members shall be required to pay a membership fee as decided at each Annual general meeting, other than life members.

2. An Ordinary member, being a Player, Coach, and Managers, shall be considered financial until and including the second registration day in the succeeding year. Other Ordinary members will be considered financial until 30 days after the date that they are invoiced.

3. No member shall be entitled to vote unless such a member, other than Life members, is financial.

4. Players with prior history with the Club will receive registration priority over new players.

6. The coach of a team will ATTEMPT to give all players an equal amount of time on the field throughout the season

7. Annual Award list and categories will be listed in The Clubs "Policy & Procedures" manual and alteration to these will be made at The Clubs Annual General meeting is deemed necessary

8. Other Policy & Procedure items will be contained in The Clubs "Policy & Procedures" manual, which may altered from time to time by the Committee provided that the intended alteration is posted on The Clubs website for a period of not less than 14 days.

9. All Members, officials, volunteers, players, coaches and spectators must comply with:

   (a) this Constitution;

   (b) the Club Code of Conduct;

   (c) the policies of the Club;

   (d) the constitutions, regulations, policies and codes of conduct of Nepean Football Association Inc.;

   (e) the constitutions, regulations, policies and codes of conduct of Football NSW; and

   (f) the constitutions, regulations, policies and codes of conduct of Football Australia

   Failure to comply may constitute misconduct and may result in disciplinary action by the Club

RULE 50 – FRIENDS OF COLO PTY LIMITED

1. The Club, as advised by Friends of Colo Pty Limited will meet all of its financial, lease, insurance, statutory, and legal obligations in respect of its controlled entity Friends of Colo Pty Limited, "FOC"

2. The Club will not sell, dispose, or transfer its shares in FOC, unless absolutely necessary to protect itself, and in that circumstance, will follow the following procedure;

   a) form a sub committee of either mixture of 5 past Presidents, Vice Presidents, and Secretaries, together with The Clubs current President, the external Accountant, and a Legal representative, then
   b) seek approval from that sub committee, being at least 6 of the 8 in agreement, then
   c) seek approval from the members by way of Special Resolution that will require ¾ of the votes to be carried.

3. The Club will not use, offer, promise, mortgage, or hold out any Property of Assets of FOC for any purpose, reason, or cause, other that for the maintenance or development of FOC and its property.

4. The President of The Club is not permitted to be the Chairperson/President of Friends of Colo

RULE 51 – CONSTITUTIONAL AMENDMENT

Notwithstanding any other provision of this Constitution, Where approval or consent of Football NSW is required under the Rules and Regulations of Football NSW, no amendment to this Constitution shall take effect until that approval or consent has been obtained. Any amendment made contrary to this clause is of no force or effect.

Colo Soccer Football Club Incorporated

Appendix 1.

(Part 3 Rule 3)

APPLICATION FOR MEMBERSHIP OF

Colo Soccer Football Club Incorporated

(Incorporated under the Associations Incorporation Act, 2009 (NSW))

I, _____Phone Number _____
full name of applicant)

Of, _____
(address)

DOB,_____Occupation_____Drivers Lic. No._____

Hereby apply to become an Ordinary Member of Colo Soccer Football Club Incorporated

In the event of my admission as a member, I agree to be bound by the Rules and Code/s of Conduct of The Club for the time being in force.

Signature of applicant Date _____ Date _____

I, _____ Signature _____ Date _____
(full name)
Nominate the applicant, who is personally known to me, for the membership of the Club.

I, _____ Signature _____ Date _____
(full name)
Second the applicant, who is personally known to me, for the membership of The Club.

Appendix 2.

(Part 5 Rule 34 & 35)

FORM OF APPOINTMENT OF PROXY

Colo Soccer Football Club Incorporated

I,_____
(full name of applicant)

Of,_____
(address)

being a member of_____
(of Colo Soccer Football Club Incorporated)

hereby appoint_____
(full name of proxy)

Of_____
(address)

being a member of Colo Soccer Football Club Incorporated, as my proxy to vote for me on my behalf at the general meeting of The Club (annual general meeting or special general meeting, as the case may be) to be held on the

..... day of..... 20.....
and at any adjournment of that meeting.

**** My proxy is authorised to vote in favour of/against (delete as appropriate) the resolution (insert details).***

- ***To be inserted if desired.***

- ***Signature of member appointing proxy_____Date _____***

NOTE: A proxy vote may not be given to a person who is not a member of Colo Soccer Football Club Incorporated.

Appendix 3

(Part 4 Rule 14)

NOMINATION FORM

Colo Soccer Football Club Incorporated

Nomination for the Year: _____

Nominated Position: _____

Candidates Name: _____

Name Of Proposer: _____

Name Of Seconder: _____

Signature Of Candidate: _____ ***Date*** _____

Signature Of Proposer: _____ ***Date*** _____

Signature Of Seconder: _____ ***Date*** _____

NOTE: A Nomination must only be for a person that is a member of Colo Soccer Football Club Incorporated, and can only be Proposed and Seconded by a member.