



UWA STUDENT GUILD
The University of Western Australia
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[facebook.com/UWASStudentGuild](https://www.facebook.com/UWASStudentGuild) | [@UWASStudentGuild](https://www.instagram.com/UWASStudentGuild)

EXECUTIVE ADDITION OR REPLACEMENT FORM

This form is to be complete by a newly elected or appointed executive member of your club's committee to give them access to your Guild Banking Account, Club Management System and Email notifications.

SECTION 1 – CLUB NAME

Club Name

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SECTION 2 - NEW EXECUTIVE MEMBER

By signing this form, you agree to abide by all UWA Policies and UWA Student Guild Policies including the Charter of Student Rights and Responsibilities, Policy on Alcohol and Drugs, Consumption of Liquor on Campus, Code of Ethics, Code of Conduct, and Work Health and Safety Policy. These policies can be found at: <https://myuwastudentguild.com/clubs-societies/resources/societies-council/rules-guidelines>.

Name

Position

Student ID

Phone

	Signature

SECTION 3 – APPOINTMENT OR ELECTION

This new executive member was Appointed (skip through to section 4) Elected (continue through section 3)

By signing this form, you declare that the new executive member as signed above has been duly elected or appointed to the role in accordance with the club's constitution and the Guild Regulations.

Election Date

Returning Officer

Student ID (if applicable)

Phone

	Signature

SECTION 4 – DECLARATION BY CURRENT EXECUTIVE MEMBERS

By signing this form, you declare that the new executive member as signed above has been duly elected or appointed to the role in accordance with the club's constitution and the Guild Regulations, and that any other member in the same position will be void of that position, unless otherwise stated in the club's constitution.

Name

Position

	Signature

Name

Position

	Signature

**ORIGINAL copies of this form must be submitted to Guild Finance.
Scans and photocopies will NOT be accepted.**

Questions? soc@guild.uwa.edu.au or finance@guild.uwa.edu.au.

This form is published in December 2015.

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Office Use Only