



Centenary Suburbs Men's Shed Inc.

MEMBERSHIP APPLICATION FORM

125 Monier Road
Seventeen Mile Rocks 4073
(PO BOX 3026 DARRA 4076)
E-mail: Info@csms.org.au
Web: www.csms.org.au
Phone: 0490 805 539

Application Fee – New Member	\$ 20.00	Fees payable to Treasurer by EFT, cash or cheque
Membership Fee per annum or Pro-rata for part year	\$ 100.00 \$ 60.00	EFT Details: Westpac Bank BSB 034-108 Account no: 690264 Account Title: Centenary Suburbs Men's Shed Inc.
Total Fees Due	\$	

PERSONAL DETAILS

Surname:	First Name:
Preferred first name for name tag (if different):	
Street Address:	
Suburb:	Postcode:
Home Phone:	Mobile No.:
Email Address: <i>Please print email address clearly with text case sensitive.</i>	
Date of Birth (dd/mm/yyyy):	

PRIVACY

Birthday: Do you give permission for your birthday to be announced during open meetings and published in newsletters? Yes No

Contact details: Your contact details will remain confidential within the association but may be included in part in membership contact lists circulated to members. Will you permit the distribution to other members of your email, phone number and Suburb Yes No

Photography: Photographs or videos may be taken from time to time and distributed for publicity and marketing purposes. Please avoid these occasions if you do not wish to be photographed

EMERGENCY CONTACT DETAILS

Full Name:	Relationship to you:
Day contact No.:	Mobile No.:

You will be required to complete the **Member's Medical Records Form** which will be held in confidence within an envelope in your file by the Men's Shed Management Committee. This form will be made available for Medical Professionals in the case of emergency.

Members are asked to update their medical records if there is any change.

If you resign your membership and you do not ask for the medical form to be returned, the form will be shredded after three months from the date of your resignation.

NOMINATED BY: _____ SIGNATURE: _____
(Must be a current Financial Member) (Please Print)

SECONDED BY: _____ SIGNATURE: _____
(Must be a Committee Member) (Please Print)



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MEMBER CODE OF PRACTICE

1. I will attend the Centenary Suburbs Men's Shed with the understanding that the Shed Management Committee, the Shed Manager and the Team Leaders will take every effort to maintain a safe environment in the shed for participants and volunteers.
2. I understand that I am to take responsibility for my personal health and well-being while working in the shed and that I have a responsibility to maintain a healthy and safe environment for all people in the shed.
3. I will obey safety signs as displayed in the shed.
4. I will obey instructions when issued by the shed supervisors.
5. I will not smoke cigarettes in the shed or within 5 metres of the shed.
6. I will not attempt to work in the shed while I am intoxicated with liquor or drugs.
7. I will not work alone in the shed.
8. I will take personal responsibility for my personal items taken into the shed.
9. I will not wilfully damage the shed environment or any one's personal property.
10. I will avoid violence, swearing and aggressive behaviour.
11. I will treat others with respect.
12. I will maintain reasonable standards of dress, hygiene and grooming.
13. I will participate in programmed activities and encourage others to take part.
14. I will take an active role with regard to making decisions about programs, program content and expressing personal needs and goals.

I agree to comply with the above Members Code of Practice

Signature: _____ Date (dd/mm/yyyy): _____

Witness: _____

(Must be witnessed by nominator or seconder)

Insurance: Centenary Suburbs Men's Shed is affiliated with the Australian Men's Shed Association (AMSA) and is insured for Public and Product Liability coverage to \$40,000,000 under AMSA's group insurance policy.

Correspondence - will be distributed via Email. If you do not have an Email address important correspondence will be placed in a folder in the Centenary Suburbs Men's Shed meeting room.

You are encouraged to complete a Statement of Work Experience and Qualifications to be held on file. This will assist in the selection of appropriate projects available to you.

Office Use Only:

Attached Statements of Work Experience and Qualifications? (Yes/No) _____

Attached Medical Form ? (Yes/No) _____

Fees Paid (please circle) ? Cash EFT Cheque

Membership Register No: _____

Approved by Management Committee (Date): _____



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Statement of Work Experience and Qualifications

This information will assist the management committee in the selection of appropriate projects available to you

SURNAME (Please Print)

FIRST NAME

Address

Service history

Please indicate if you are a Veteran or have an ex-service history Yes No

If Yes, please indicate Service record (eg RAAF 1970-1996)

Trade or Professional qualifications

Please list any Trade or Professional qualifications (specify the two main qualifications)

Work Experience

Please list Work Experience (e.g. office manager, salesman, builder, - main three only)

Hobbies/Interests

Please list your hobbies or interests (main three only)

Thank you for completing this form. Please return it with your application form.



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ARE YOU PREPARED TO HELP?

Centenary Suburbs Men's Shed Inc. (CSMS) is a 'Not for Profit' association with aims that assist men to achieve personal worth through socialising with each other and through assisting with community projects. CSMS is run by volunteers who see the intrinsic value in helping fellow members and members of the general community. The Management Committee needs help to run an efficient and effective organisation and there will be several sub committees established with specific purposes.

Please tick the appropriate box/es to indicate what areas you would like to be involved in

Tick	Function	Roles
	Catering and Bunnings BBQ	<ul style="list-style-type: none"> • Catering – Assisting with preparation of and running of social activities at Shed • Catering – Assisting with set up and clean up • Bunnings BBQ - Helping to organise and purchase food items • Bunnings BBQ - Attending on a roster
	Member Welfare	<ul style="list-style-type: none"> • To join a small group to welcome new members and visitors to our meetings/shed. • To telephone new members to encourage and inform them of activities. • To telephone members who are ill, incapacitated, not able to attend meetings
	Community Projects	<ul style="list-style-type: none"> • Work in small groups to assist the community when requested • Liaise with community groups with regard to projects when required
	Members meetings program	<ul style="list-style-type: none"> • Help develop a balanced yearly program for monthly members meetings • Engage guest speakers well in advance • Assist in running members meetings • Assist in set up prior to, and clean up after meetings
	Meeting Room Cleaning Roster	<ul style="list-style-type: none"> • Join a roster and attend on nominated day to clean the meeting room and associated areas.
	Grant and Funding resourcing	<ul style="list-style-type: none"> • Ascertain new forms of Grant Funding or income sources. • Help compile and write grant applications. • Prepare reports and acquittals for Grant expenditure. • Seek sources of sponsorship from businesses.
	Shed Operations and Procedures	<ul style="list-style-type: none"> • To be a Team Leader if requested. • To help set up policy and procedures for working in the shed. • To address Workplace Health and Safety Issues. • To prepare aids, templates etc. for shed projects. • To assist in the co-ordination of activities of the shed.
	Administration	<ul style="list-style-type: none"> • To assist with administration duties of the Committee. • To be involved in the marketing of the shed through newsletters, web or Facebook. • To be a support back up to Team Leaders or Committee members.



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MEMBERS MEDICAL RECORDS (Part 1)

MEDICAL IN CONFIDENCE - THIS FORM MUST BE COMPLETED.

This document should be placed in a sealed envelope with your name clearly printed on the front. The sealed envelope will be held in a cabinet at Centenary Suburbs Men's Shed. In the event of a medical emergency, this form will be made available to Ambulance or Medical officers.

PERSONAL DETAILS

Surname:		First Name:	
Preferred first name for name tag (if different):			
Street Address:			
Suburb:		Postcode:	
Home Phone:		Mobile No.:	
Email Address: <i>Please print email address clearly with text case sensitive.</i>			
Date of Birth:		Country of Birth:	
Do you live alone? Yes No			

EMERGENCY CONTACT DETAILS

Contact 1 (full Name)	Relationship to you:
Day contact No.:	Mobile No.:

Contact 2 (full Name)	Relationship to you:
Day contact No.:	Mobile No.:

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IMPORTANT:

PLEASE COMPLETE PART 2 WHICH INCLUDES INFORMATION ON DOCTORS, SPECIALISTS, YOUR MEDICAL RECORD, ALLERGIES AND MEDICATIONS.



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MEMBERS MEDICAL RECORDS (Part 2)

Information listed below is personal and NOT stored in a database and will be held in your envelope file for medical emergency ONLY

Doctors Name:	Practice name (if applicable):	
Suburb:	Phone:	Mobile:
Specialist Name:	Specialist Practice name (if applicable):	
Suburb:	Phone:	Mobile:
Pensioner Health Card No.		
Veteran Affairs No.		
Health Fund Name:		
Health Fund Card No.:		
Medicare Card No.:		

Medical History

Do you have any existing Medical conditions?	Yes	No
Heart Condition	Yes	No
Asthma	Yes	No
Blood Pressure? High Low	Yes	No
Diabetes 1 or 2	Yes	No
Epilepsy	Yes	No
Other	Yes	No
Blood Group		
Known Allergies?		

Medications

Prescribed Items	Dosage

Signature.....

Date (dd/mm/yyyy):



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PO Box 3026, Darra Qld 4076

125 Monier Road, Seventeen Mile Rocks, Qld 4073

info@csms.org.au

ABN 44 759 796 180

Oaths Act 1867

Statutory Declaration

QUEENSLAND TO WIT

I _____ of _____
<insert name in full - (CAPITAL LETTERS)> <insert address in full including postcode>

in the State of Queensland do solemnly and sincerely declare that:

1. As a current member of the Centenary Suburbs Men's Shed, I am eligible to apply for and obtain a Blue Card for working as a volunteer within that organisation which may include contact with minors.
2. Should I be convicted of an offence (As attached to this declaration) that would preclude me from being eligible to apply for and obtain a Blue Card, I will immediately inform the Management Committee of the Centenary Suburbs Men's Shed and resign from that organisation without delay.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867.

Signature of declarant/deponent

Taken and declared before me at

this day of

Signature

A Justice of the Peace/Commissioner for Declarations.

***Disqualified person**

It is an offence for a disqualified person to make a blue card application.

A disqualified person is someone who:

- has been convicted[±] of a disqualifying offence, which includes having sex with a child (irrespective of the type of relationship e.g., teenage boyfriend/girlfriend. Unlawful carnal knowledge), other child-related sex or pornography offences, murder and other serious sexual or violent offences against an adult or child (irrespective of the penalty and regardless of when and where it occurred); or
- is the subject of:
 - reporting obligations or an offender prohibition order under the *Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004*; or
 - a disqualification order issued by a court prohibiting them from applying for or holding a blue card; or
 - a sexual offender order under the *Dangerous Prisoners (Sexual Offenders) Act 2003*; or
- Is the respondent to an application for an offender prohibition order under the *Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004*

± Conviction/convicted means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred.

§ Non-conviction charge means. whether a person was charged as an adult or a child, a charge: that has been withdrawn; that has been the subject of a nolle prosequi, a no true bill or a submission of no evidence to offer; that led to a conviction that was quashed on appeal; or upon which a person was acquitted or disposed of by a court otherwise than by way of conviction.

A disqualified person can apply to be declared eligible to apply for a blue card in certain limited circumstances. Further information about disqualified persons is available from <https://www.qld.gov.au/bluecard> or by contacting Blue Card Services on 07 32116999 or 1800 113 611.

⚠ Negative notice

It is an offence for a negative notice holder to make a blue card application.

A negative notice holder is someone who:

- has been issued a negative notice after applying for a blue card; or
- was issued a negative notice after their blue card was cancelled due to a change in police or disciplinary information.

A negative notice holder can only apply to cancel a negative notice if two years have passed since the negative notice was issued, or in other limited circumstances. This can be done by completing the *Application to Cancel a Negative Notice* form.

For more information about the blue card system and your obligations go to <https://www.qld.gov.au/bluecard>

† Police information

A change in police information includes:

- any charge or conviction for an offence (conviction means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred);
- the existence of police investigative information relating to allegations of serious child-related sexual offences, even if no charges were laid;
- where the person is the subject of an application for a disqualification order (which is an order that prohibits a person from holding or applying for a blue/exemption card);
- where the person is the respondent to an application for an offender prohibition order under the Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004; or
- where the person becomes subject to reporting obligations or a child protection offender prohibition order under the Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004; or a disqualification order; or a sexual offender order.

Restricted person

It is **an offence to employ, or continue to employ, a restricted person in restricted employment.**

A restricted person is someone who:

- has been issued with a negative notice, or
- has a suspended blue card, or
- is a disqualified person, or
- has been charged with a disqualifying offence which has not been finalised.

Restricted employment

There are some exemptions which allows a person to work with children without a blue card, such as:

- volunteer parents
- volunteers under the age of 18 years, or
- paid or unpaid staff who work in child-related employment for less than 7 days in a calendar year.