

National State Emergency Services Volunteers Association Limited
Unit 1, 2-6 Lindsay Street
ROCKDALE NSW 2216



ACT
Government

**Access
Canberra.**

CHARITABLE COLLECTION LICENCE

Charitable Collections Act 2003

Licence Number:	19001041	Expiry Date:	19 June 2021
Type of Licence:	Corporation		
Licensee's Full Name:	National State Emergency Services Volunteers Association Limited		
Licensee's Full Address:	Unit 1, 2-6 Lindsay Street ROCKDALE NSW 2216		
Licensee's Contact Telephone Number:	130073782		
Name of Organisation (if not an incorporated body)			
Charitable Collections Authorised by Licence	Dates / Periods during which collection is licensed to be carried out		
Telephone	20/06/2016 - 19/06/2021		

OTHER CONDITIONS PRESCRIBED BY REGULATION

Please refer to other conditions overleaf.

PURPOSE OF COLLECTION

To provide a collective voice on issues of common interests to SES Volunteers for not fewer than two member bodies.

To provide a forum and a process for coordination and collaboration in establishing a national point of view or a national course of action in relation to any multi-jurisdictional issues.

To assist member bodies to effectively represent the views of their associate membership base pertaining to non-multi-jurisdictional matters.

Provide a forum and process for the consolidation and representation of the views and concerns of SES volunteers from members via such mechanisms as may be appropriate and to provide a collective voice on issues of common interest.

Delegate of the Chief Executive
20 June 2016

Certificate

IMPORTANT INFORMATION FOR LICENSEES

BADGES AND TAGS

People collecting must display badges or tags. The badges must have:

- The collector's family name or a unique number given to each collector
- The name of the charity (licensee) or if you have a well known logo, the logo
- If the name of the charity/licensee does not tell you what the appeal is for, then you need to include a description
- If the collector is a paid collector, they must have 'Paid Collector' on the badge.

BANKING

You must have a separate account for monies collected and:

- The account should have a name that indicates it contains the proceeds of the collection/s
- It has to be in a proper financial institution
- There must be at least 2 signatories to withdraw funds from the account

The money must be banked as soon as possible after the collection. The Act requires the deposit to occur within 5 banking days of collection. If the donations are collected electronically, the legislation requires that the transfer occurs immediately or by the next banking day after you become aware of the deposit.

BINS

Collection bins can take a lot of things such as donated goods, money, clothes and blankets. Bins do not have to look like bins. For example, a Koala piggy bank for loose change could be a bin under the Act. If you have a static display with mints or pens, that would be considered a bin.

Bins have to display the following information:

- Name of the organisation that holds the licence
- Purpose of the collection
- A business telephone number.

CHILDREN

A person with parental responsibility must directly supervise a child under 6 taking part in a collection. Children under 12 can take part with the written approval of their parent or where their school is operating on behalf of the parents (providing particular conditions covered under the Act are met). Children are also restricted under the Act to the hours they can participate in a collection. (refer to the practice manual at www.ors.act.gov.au)

ELECTRONIC COLLECTIONS

If you are collecting electronically by phone, email, internet or fax, you are still required to provide the details of the collection as if it were on a badge. This may include verbalising the information or providing the details by way of a letter.

FINALISING ACCOUNTS

For further information in relation to your obligations under the Act, please refer to the practice manual at www.ors.act.gov.au

RECEIPTS

You are required to have printed receipts available for people who donate \$2 or more, if they ask for one. Stickers or badges that display a particular amounts are not receipts.