

PALMERSTON AND LITCHFIELD SENIORS ASSOCIATION INC. (PLSA)

NOMINATION MANAGEMENT TEAM MEMBERSHIP

I _____, as a financial member of the Palmerston and
(Name in full)
Litchfield Seniors Association Inc. (PLSA), hereby advise that I wish to stand for the
following position on the Association’s Management Team:

- President
- Vice President
- Secretary
- Treasurer
- Public Officer

In signing this document, I signify my willingness to stand for election if necessary and abide by the PLSA’s Constitution and By Laws.

In addition, I agree to obtaining a National Police Clearance Certificate, specifically complying with Section 30 and 40 of the Associations Act 2003 as in force at the 01 July 2024.

(Applicant’s Signature)	(Application Date)
(Proposer’s Name)	(Proposer’s Signature)
(Seconder’s Name)	(Seconder’s Signature)

NOTE:

Both the person who propose and second this application must be current financial member of the Association’s Committee/s.

Having completed the nomination, Management Team Membership form and received my National Police Certificate, I will lodge these documents with the Association’s Secretary or Public Officer, 7 days before the AGM or immediately if filling a casual vacancy.

See information for applicants below. **PTO**

Form:	OF03	Nomination For Management Team Position		Version 4.9
Updated: 01 January 2026	Updated By: Public Officer	Review Date: 31 January 2026	Approved: PLSA Mgt. Team	Page 1 of 2
PLSA Administration Update 2026/Operation Forms 2026		Palmerston and Litchfield Seniors Association Inc. (PLSA)		

PALMERSTON AND LITCHFIELD SENIORS ASSOCIATION INC. (PLSA)

Information to Applicants:

In accordance with the By-Laws of the Palmerston And Litchfield Seniors Association Inc. (PLSA), all prospective applicants applying for a Management Team Membership **MUST**:

Complete Form OF03 – Nomination Management Team Membership form; and

- (1) Undertake a Criminal History Check – either hard copy or online.

There is more than 1 type of Criminal History Check, In the case of the Safe NT application and under Section A – Details of Applicant, tick the box **Volunteer**, submit the form to the Safe NT/Police for processing and pay the requisite fee. For applications through other organisations, follow the online requirements.

The National Police Certificate, when issued may be posted to the Palmerston And Litchfield Seniors Association Inc. or direct to the applicant.

- (3) Ensure the National Police Certificate and your Nomination form for Management Team Membership is submitted to the Secretary or Public Officer 7 days before the General Meeting (casual vacancy)/Annual General Meeting where the application is being considered.

NOTE: National Police Certificate submitted through Safe NT checks can take up to 10 weeks to be processed. There are other types of forms online which may take less time and are acceptable to the PLSA.

- (4) **What if I have a National Police Certificate or Ochre Card (or equivalent)?**

If you currently hold a National Police Certificate or Ochre Card or its equivalent which **has an issue or expiry date less than 24 months (2 years)** from the General Meeting/Annual General Meeting date where the application is being considered; the original or certified copy can be presented to the Secretary or Public Officer and is deemed satisfactory.

- (5) **NOTE:** If the applicant is elected to the Management Team and has a receipt for the Criminal History Check, the Association will reimburse the applicant for their out-of-pocket expenses upon receiving the receipt.

NOTE: All unsuccessful applicants not elected to the Management Team will not receive a reimbursement for their Criminal History Check.

- (6) Ensure you have received from the Secretary/Public Officer prior to completing this Nomination Form a copy of the Role Description for which you are applying.

- (7) **Mandate:** - attend all events of the Association, especially during Seniors Fortnight, unless there is a medical reason, emergency or a leave of absence is in place. The Management Team **MUST** be advised accordingly.

Form:	OF03	Nomination For Management Team Position		Version 4.9
Updated: 01 January 2026	Updated By: Public Officer	Review Date: 31 January 2026	Approved: PLSA Mgt. Team	Page 2 of 2
PLSA Administration Update 2026/Operation Forms 2026		Palmerston and Litchfield Seniors Association Inc. (PLSA)		