



O: \_\_\_\_\_  
 #: \_\_\_\_\_  
 D: \_\_\_\_\_

# NEWTEC Pistol Club Incorporated

## MEMBER APPLICATION

### General Information

Given Name/s:						
Surname:						
known by any other name/s?						
Date of Birth:						
Home Address:						
	Suburb:				PC:	
Postal Address:						
	Suburb:				PC:	
Safe Keeping Address:						
	Suburb:				PC:	
Phone Number:	H:			M:		
Email:						
Emergency Contact Name:					Ph:	
Occupation:						
Qualifications/Trade/s:						
Drivers Licence Number:					Exp:	
Firearms Licence Number:					Exp:	
Firearm Categories Held: (Circle Applicable)	A	B	C	D	H	G
Firearm Permits Held: (Circle Applicable)	High Calibre (Provide Copy)		Ammunition Collectors (Provide Copy)		Other (Provide Copy)	
<b>Membership Applying for:</b>						
Category of Membership (Circle Applicable)	Pistol		Long Arms		Pistol / Long Arms	
Membership Type: (Circle One)	New (Probationary)				Transfer (Full H Licence)	
Membership Level: (Circle One)	NSWAPA Only (SSAA Membership Req)				Pistol Australia/NSWAPA	



# NEWTEC Pistol Club Incorporated

Applicant Questionnaire -All Questions must be answered truthfully- <b>*Please initial in the applicable column when answering this is not a tick &amp; flick</b>	Yes	No
Have you previously been a member of NEWTEC? (Application Sent to Committee for Approval)  - Year last Member _____  - Why did you leave? _____  - Were you subject to disciplinary action?            YES / NO		
Why do you want to join NEWTEC?  _____		
Have you ever attempted to join NEWTEC before?		
Do you know any current members of NEWTEC? (Please detail if, Yes)  _____		
Are you or have you been a member of another shooting club? Club Name? (Any shooting club regardless of Affiliation or type)  _____		
Are you transferring from another shooting club? (Complete Transfer page in full, if yes)		
Are you a member of the SSAA? If yes,  Membership # _____ Branch: _____. Exp: ____/____/____		
Are you a member of any other clubs &/or Associations? Name/s of entities?  _____		
Have you been subject to disciplinary action at any club you have been a member (regardless of status or standing)? (not limited to suspensions, documented action)		
Have you been or currently on the Committee or holding office with any other club?		
Have you not been offered a renewal at a club or expelled? (This is Any Club in any Jurisdiction)		
Do you have any conflicts of interest if you were to hold membership at NEWTEC? (Confirm you understanding this prior to answering)		
Are you aware of and fully understand all firearms licence requirements? (Probationary and Ongoing)		
Have you reviewed all current NSW Firearms Registry factsheets? Including but not limited to. (Holding a Pistol Licence, Safe Storage, Probationary Pistol Licence, and Genuine Reasons)		
Do you fully understand the consequences of not following laws, regulations, and rules of holding a firearms licence? (Information posted on the NSW Firearms Registry website) Newtec Will immediately expel and report any actions not in line with the NSW Firearms Act and Regulations.		
Are you able to complete required training within the required time frame? (Probationary Training is completed over 13 Months, total period of Probation is 36 months with the club) <b><u>Failure to meet training requirements will result in termination of membership.</u></b>		
Are you able to attend all required interviews at the club?		



# NEWTEC Pistol Club Incorporated

<b>Applicant Questionnaire</b> <b>-All Questions must be answered truthfully-</b>	<b>Yes</b>	<b>No</b>
<b>*Please initial in the applicable column when answering this is not a tick &amp; flick</b>		
You are required to meet annual participation targets to hold a licence & membership at NEWTEC, are you able to meet these requirements? Failure may result in Serious Penalties. (Participation requirements are posted on the NSW Firearms Registry website)		
Do you understand that Newtec will not confirm any Permits to Acquire until a review which takes place at the 9-month point of the training program? There are no exceptions to this, (you are expected to have a safe installed, inspected, & unique event number prior to any confirmation)		
Why do you want a pistol licence?  _____  _____  _____		
You must nominate NEWTEC as your Primary Pistol Club and provide confirmation of this prior to becoming a full member, do you accept this term of membership? (Note: your membership will be cancelled on the spot if you are found to not have NEWTEC nominated as your primary pistol club with NSW Firearms Registry.)		
Do you understand and will abide by the NEWTEC Constitution, Policies and Procedures always? (Copy Available Online at the Club or on request). (Failure will result in disciplinary action)		
Do you have a Criminal Record? This is not limited to 10 years, since becoming an Adult. (This is anywhere not just NSW)		
Have you ever been arrested? With or without charge. (This is anywhere not just NSW)		
Have you been charged with any crime? (This is anywhere not just NSW)		
Do you have experience with handling and operation of a firearm?		
Is there any reason you cannot securely handle a firearm?		
Been refused or prohibited from holding a firearms licence or permit or had a firearms licence or permit suspended, cancelled, or revoked? (This is anywhere not just in NSW)		
Been the subject of a Firearms Prohibition Order?		
Have you been convicted of an offence involving firearms, weapons, prohibited drugs, robbery, violence, terrorism, or an offence of a sexual nature?		
Do you currently or have ever used any illicit drugs?		
Are you currently or at any time used any scheduled drug improperly? (This means used prescribed or OTC medications outside of their approved use)		
Have you been charged with an offence involving firearms, weapons, prohibited drugs, robbery, violence, terrorism, or an offence of a sexual nature?		
Have you been of currently the subject of a Family Law or Domestic Violence Order or Apprehended Violence Order (other than an order that was revoked)?		



# NEWTEC Pistol Club Incorporated

<b>Applicant Questionnaire</b> <b>-All Questions must be answered truthfully-</b>	<b>Yes</b>	<b>No</b>
<b>*Please initial in the applicable column when answering this is not a tick &amp; flick</b>		
Have you been treated or referred for treatment for alcoholism, drug dependence or a mental illness within the meaning of the Mental Health Act 2007 or as a mentally disordered person within the meaning of that Act?		
Have you been or currently subject to a Good Behaviour Bond?		
Are you currently or previously been on the committee/board of management of a club or any other governing body of a shooting sport or other organisation? (Please provide details)		
Have you been or currently subject to an Interim Apprehended Violence Order (AVO)?		
Have you been or currently subject to a Personal Violence Order (PVO)?		
Have you ever been suspected, investigated, charged or convicted of Child related crimes? (this is not limited to NSW)		
Have you ever or are you currently suffering from any mental illness or other disorder that may prevent you from using a firearm safely? <i>This is diagnosed by a medical professional and is not limited to diagnoses that requires further treatment.</i>		
Have you been treated for a mental illness, nervous disorder, addiction, or any other illness covered by the Mental Health act?		
Are you willing to provide a recent National Criminal Record check? - You may or may not be asked to provide a check (at your expense)		
Are you aware of the severity of firearms laws in NSW for non-compliance and the potential ramifications of a firearms charge on your life? It is recommended you review all documentation to ensure you can meet the requirements.		
Is anything you are required to disclose, should disclose, think you should disclose? The club finding out any relevant information not disclosed will result in expulsion from Newtec Pistol Club.		
You accept that Membership of the club is reviewed annually, failures to maintain adequate participation, or club attendance may result in non-renewal.		

\* If you tick Yes to any of the above, you will be contacted for further information/Documentation.

**If there is any further information required, please use additional information page at the end of the application.**

**All copies of identity documents or others should be clear and attached to this application.**

### **Notice to Long Arms only Applicants**

While it is preferred that you have membership with the SSAA it is not essential, it will require you to pay for a Pistol Australia capitation at this stage. The benefits of SSAA membership are quite beneficial when hunting/vermin control are used as genuine reasons.

The range has limitations and centrefire rifle cartridges cannot be used on the ranges only

.22 Rimfire

.25 Air rifle

Pistol Cal rounds are permitted subject to range approval requirements

Please note that if you have a H cat licence and are only a Long Arms member you will be required to participate as a Visitor as you will not be considered a pistol member.



# NEWTEC Pistol Club Incorporated

## References

**(MANDATORY for all applicants)**

All applicants are required to submit 3 written references when applying.

No Application will be processed without the 3 written references including details of the referee, this is a NSW Firearms Registry requirement.

False, Misleading, and or Fraudulent references will result in expulsion from Newtec, and a report forwarded to the NSW Firearms Registry.

### **Referee qualification:**

**5 years minimum relationship.**

**We will not accept references from family members; it is preferred to have professional referees.**

### **Referee summary**

1. First Reference:
  - a. Name: \_\_\_\_\_
  - b. Relationship: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_
2. Second Reference:
  - a. Name: \_\_\_\_\_
  - b. Relationship: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_
3. Third Reference:
  - a. Name: \_\_\_\_\_
  - b. Relationship: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_

**ATTACH REFERENCES TO APPLICATION**



# NEWTEC Pistol Club Incorporated

## TRANSFERS ONLY TO COMPLETE THIS PAGE

### Leaving Club Information

Please supply copies of current NSWAPA Blue Book and club membership card or other affiliated body membership information.

Club: \_\_\_\_\_

Member No.: \_\_\_\_\_ (Leaving Club)

Secretary Contact Details:

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

<b>Transfer Questions</b> <b>-All Questions Must be Answered Truthfully-</b>	Yes	No
Do you give NEWTEC Pistol Club Incorporated permission to contact the leaving club and shooting associations to request required information regarding your membership at the club &/or affiliated bodies?  Sign: _____ . Date: _____		
Which peak shooting bodies are you affiliated/capitated/member of? _____		
Are you a member of the SSAA? If yes, Membership # _____ Branch: _____		
Do you have completed Transfer Forms from the leaving club?		
Are you in Good Standing with this Club? Financially and with participation		
Have you been subject of disciplinary action?		
Are you retaining membership with this club?		
Are you currently of have you been on the committee of this club? (State if current or previous)  - Positions held: _____		

**You will be required to advise the NSW Firearms Registry that you have nominated NEWTEC Pistol Club and evidence that this has been actioned is required and you must maintain NEWTEC as your primary pistol club for the duration of your membership. NEWTEC Pistol Club Incorporated reserves the right to terminate memberships that are not compliant.**

**All transfers are on Probation for 36 Months with a 12-month prohibition on PTA approval.**

**NEWTEC PISTOL CLUB DOES NOT ALLOW AFFILIATE MEMBERS IN ANY FORM.**



# NEWTEC Pistol Club Incorporated

## Declaration Page

**Please do not sign unless you fully understand the document.**

---

I \_\_\_\_\_, give my full consent for NEWTEC Pistol Club to contact named persons or prior clubs to obtain information required for assessment of the application for membership made to NEWTEC Pistol Club. You also confirm that you have the consent to provide relevant information of named persons to Newtec Pistol Club Incorporated.

I \_\_\_\_\_ solemnly declare that ALL INFORMATION PROVIDED IS TRUE AND CORRECT & that Providing false or misleading information &/or, failing to disclose information will result in cancelling of this application or immediate termination of membership if offered and discovered later date. I acknowledge and accept that membership is at the sole discretion of NEWTEC Pistol Club Incorporated and NEWTEC Pistol Club Incorporated reserves the right to withdraw, cancel, or terminate any membership deemed to not be in the best interest or uphold the values of NEWTEC Pistol Club Incorporated. I also confirm that I have read and understand the requirements set down by the NSW Police Firearms Registry, NEWTEC Pistol Club Inc in relation to holding a firearms licence and possessing firearms for target shooting, I also fully understand that as the licence holder, I am wholly responsible for meeting the requirements of a firearms licence in NSW, it is not the responsibility of NEWTEC Pistol Club Inc, its agents or management to advise you on these requirements or ensure you meet any requirements of holding a firearms licence. You also acknowledge that you are a fit and proper person to be a member of Newtec Pistol Club.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

---

### WITNESS DECLARATION

I \_\_\_\_\_ of \_\_\_\_\_, have witnessed the applicant signing this document. You confirmed they are of sound mind, and they are not under the influence of any substances. The applicant confirms they fully understand all the terms of this document and the declaration they are signing.

WITNESS PHONE NUMBER: \_\_\_\_\_

WITNESS RELATIONSHIP WITH APPLICANT: \_\_\_\_\_

WITNESS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

---

### **Return the form to the Club fully completed via Post/Email/In person to the Secretary only**

If form is submitted incomplete, illegible or unclear the club will not action the form.  
Making of false declarations will result in immediate termination of membership, please answer all questions truthfully,  
Please email if you have any concerns (check website for up-to-date contact information)

NEWTEC Pistol Club Reserves the right to withdraw an offer of membership or membership without notice.

NEWTEC does not provide feedback to applicants on failed applications, please do not request this information as refusal may offend.



# NEWTEC Pistol Club Incorporated

## **Form J3 - Membership General Terms.**

This Document once signed is considered binding.

This document outlines in plain English, general terms of membership at NEWTEC Pistol Club Incorporated. The document does not include all conditions/terms of membership and only operates as a supplement to the NEWTEC Pistol Club Constitution and all other documents.

1. Membership is non-transferrable.
2. Annual fees are due by 2 pm on the 14<sup>th</sup> of September annually, (subject to review by the committee with notice) Membership expiry is the 30<sup>th</sup> of September.
  - a. Failure to pay fees by 14<sup>th</sup> September annually will result in cancellation of membership on 30<sup>th</sup> September.
    - i. You will be required to re-join the club after 30<sup>th</sup> September; application is made to the committee and will be resolved at the next committee meeting.
    - ii. You will be Charged a late fee, from 2:01pm 14<sup>th</sup> September to 11:59pm on the 30<sup>th</sup> of September.
    - iii. You will be charged a re-join after the 30<sup>th</sup> of September.
    - iv. The club will reset your joining date you re-joined; you will be re-joined as a conditional member if not already in this category.
    - v. The club will also advise the NSW Firearms Registry and NSWAPA immediately that you are unfinancial (no longer a member).
  - b. The club may allow you time to pay club fees upon application, this is to be made prior to 30<sup>th</sup> August (the club will not have ongoing arrangements).
3. Membership does not guarantee.
  - a. Issuance/approval/renewal/retention of a firearms licence or permits. The club will not refund any portion of fees if you are not issued a licence by the NSW Firearms Registry.
  - b. Range time
  - c. Any personal results or goals in the sport.
  - d. Membership Renewal
4. Membership fees are non-refundable.
  - a. In certain circumstances the club may resolve to refund fees in exceptional circumstances this will be less unrecoverable costs e.g. capitation, administration costs, incidentals, & consumables.
5. Members are required to follow the Firearms Act, Regulations and other legislation relating to firearms in any jurisdiction.
6. Must Not promote or facilitate activities/feelings/thoughts that would sow discord, stoke unrest, or agitate within the club or externally
7. Members/Licence holder is required to always maintain up to date information with the club. This is updated via the appropriate form of the day in writing.
8. Members are expected to attend club working bees totally 4 annually, this is recorded, a non-attendance fee will be charged if you do not attend.
9. Firearms licence holders are responsible for the administration of their firearms licence, NEWTEC Pistol Club does not act on behalf of members in licencing issues with external bodies/authorities.
10. New Members will be subject to a probationary period of 24 months, during this time any failures or conduct not befitting will result in you being expelled from the club.
11. NEWTEC Pistol Club Incorporated reserves the right not to renew members if they do not meet the expectations and or values of the club.
12. You will be subject to the terms of the approved constitution of the time while a member of NEWTEC Pistol Club.
13. Members must have a current membership card and firearms licence while on the range or handling firearms.
14. While on ranges members are to conduct themselves appropriately and safely, adhering to standing orders and directions of officials.
15. You must maintain a valid licence, if a licence is suspended, revoked, invalid or anything that results in you not being permitted to hold firearms or a licence you must advise the club within 24 hours of you being made aware of the situation. The club will determine if they should continue membership is the matter extends through a renewal period.
16. Members are to respond to all official correspondence within 7 days. Failure to do so may result in suspension, dependent on what the correspondence relates to.
17. Members are not permitted to access the club ranges outside of operating hours unless approval is given to do so, and no shooting activities will take place outside of operational hours without written consent. Members found to be breaching this will have their membership immediately terminated.
18. Photographs/Videos/Audio recordings while at NEWTEC Pistol Club are strictly prohibited. Persons breaching this will be asked to leave and members will be either suspended or expelled.
19. Documents with the NEWTEC Pistol Club letterhead, or any identifying marks are not to be used, distributed or reproduced without express written consent of the Executive Committee.
20. NEWTEC Pistol Club strictly prohibits posting of NEWTEC information/photos/logo/or any other identifiable information on social media or internet sites in any form. Persons breaching this will be directed to remove such items and action will be taken by the committee against those persons.
21. Confirmation of permit to acquire are subject to the applicant being a member, actively engaged in the club pursuant to the confirmation. Probationary members are subject to the training program completion before any PTA is confirmed, and Transfers have the 12-month prohibition on confirmation.
22. All new members a subject to conditional membership, this may be reviewed after the 24-month probationary period for new members, Transfers will be subject to the conditional membership permanently.

Page 1 of 2



# NEWTEC Pistol Club Incorporated

23. Members are not to engage in conduct of any kind that will place NEWTEC Pistol Club, our affiliates or the shooting sports into disrepute internally or externally.
  - a. Members engaging in but not limited to liable, slander, defamatory actions will be subject to expulsion from NEWTEC Pistol Club for life, the matter will also be referred to our affiliated bodies for adjudication and potential further action.
  - b. Members reasonably suspected of this conduct will not be permitted to represent NEWTEC Pistol Club in any form for a period determined by the committee.
  - c. Members will be afforded due process in handling matters of this nature.
24. Members are not permitted to act on behalf of or represent themselves as NEWTEC Pistol Club Incorporated under any circumstances without express consent of the current committee.
25. Members are not to reproduce any NEWTEC logos or standards without written consent of the committee.

**Any matters/actions contrary to the constitution, terms &/or expectations of members will be actioned by the committee of the day.**

I \_\_\_\_\_ declare I have read and Fully Understand the ALL Obligations/Requirements/Duties regarding the holding of a firearms licence & requirements of NEWTEC Pistol Club Incorporated membership, further you will always abide by the firearms act/regulations & the NEWTEC Pistol Club Constitution. Disciplinary action will be taken if you breach regulations, laws, Club General/Safety rules pursuant to holding/Obtaining a Firearms Licence in New South Wales. Members are expected to act with integrity, ethics, morals, uphold club values, if you cannot abide with the above, please do not sign this document.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Witness Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## **MEMBERSHIP CONDITIONS: New Members/Transfers**

Conditions set out below are terms in which we will accept your membership and are binding once accepted for the duration of your membership, there will be no alterations or erasure of these terms as they are enduring for the full term of membership at Newtec Pistol Club Incorporated. If you breach these conditions of membership it will result in immediate expulsion from Newtec Pistol Club, with full forfeiture of any fees/levies/payments made to Newtec Pistol Club Incorporated.

Conditions:

- You will not be permitted to serve on the committee or sub committees of Newtec Pistol Club Incorporated.
- You will not be full member unrestricted member.
- You will not be permitted to hold position of any kind within Newtec Pistol Club Incorporated.
- If in the first 12 months you have any failures, or display concerning behaviour your membership will be terminated
- You will be on probation for 24 Months, no permits to acquire will be confirmed during this period.
- Any disruptive or conduct deemed to be destabilising or detrimental to Newtec Pistol Club Incorporated, its members or operations will result in expulsion from Newtec Pistol Club Incorporated immediately.

I \_\_\_\_\_ Fully understand the listed conditions of membership and fully accept the listed conditions of membership in their entirety, I understand that these conditions will be binding for the duration of your membership with Newtec Pistol Club Incorporated. You acknowledge that you will fully abide by these conditions along with standard terms of membership at all times and you understand the consequences of not abiding by the terms. If you accept these terms, please sign below.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Witness Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**This document is binding once signed and is not negotiable.**

**This Document will form part of the Club file held on you and is secured in line with Privacy requirements Disciplinary action will be taken if you fail to abide by all rules (This does not replace or remove member responsibilities set in the club constitution or other binding documents).**

**Safety of all stakeholders is important.**



# NEWTEC Pistol Club Incorporated

## **Form J4 - Member Expectations.**

**This Document once signed is considered binding.**

New Applicants/Members

1. **YOU WILL make yourself aware of ALL Obligations & Requirements of Holding a Firearms Licence, being a Member of NEWTEC & any other items (I did not know is unacceptable)**  
(NSW Firearms Registry Website for factsheets. [https://www.police.nsw.gov.au/online\\_services/firearms](https://www.police.nsw.gov.au/online_services/firearms))
2. **YOU WILL ALWAYS** abide by the Club Constitution a copy is available on the Club website.
3. Membership Fees are due Annually by **14<sup>th</sup> September**, you are responsible to pay on time.
  - a. Notices will be placed in the clubhouse with important information about fees.
  - b. Failure to pay fees/levies/subscriptions by the due date without an approved plan will mean.
    - i. You will no longer be a member of NEWTEC.
    - ii. NSW Firearms Registry and NSWAPA will be notified.
    - iii. Upon application (If accepted) you will be levied re-join fees and your joining date will be the day of payment.
    - iv. NEWTEC Will not issue or support a transfer if you are unfinancial, owe the club money, subject to disciplinary action, or have failed participation.
4. You will be responsible for all renewals, attending/completing training and other required activities of the Club and NSW Firearms Registry, the club or its agents will not provide personal notices and are not responsible for you or maintenance of any licence/permit issued to you. **YOU ARE RESPONSIBLE FOR YOUR ACTIONS AND ALL ADMINISTRATION RELATED TO HOLDING A CLUB MEMBERSHIP AND FIREARMS LICENCE.**
5. Photographs/Videos/Audio recordings while at NEWTEC Pistol Club are strictly prohibited. You will be subject to disciplinary action if you breach this condition.
6. Must Not promote or facilitate activities/feelings/thoughts that would sow discord, stoke unrest, or agitate within the club or externally
7. Documents with the NEWTEC Pistol Club letterhead, or any identifying marks are not to be used, distributed or reproduced without written consent of the Executive Committee.
8. NEWTEC Pistol Club strictly prohibits unofficial social media or internet sites in any form, and you will be formally asked to remove them, this may result in disciplinary action up to membership termination.
9. **YOU MUST** advise the club in writing of changes to Name/Address/Contact information/firearms licence number and expiry date, within 14 days. Failure to do so will result in a suspension or expulsion.
10. **YOU MUST** promptly respond to correspondence & collect any documents/items within 7 days.
11. **YOU MUST** participate in the approved shooting activities per participations requirement set by Firearms Registry directive available on the registry website.
  - a. If you fail to meet participation requirements
    - i. Firearms Registry will be notified (may result in action by Firearms Registry)
    - ii. The club may not renew your membership.
12. It is expected that you attend the Club regularly & will attend a minimum 4 working bees annually or a non-participation levy of up to \$200.00 per year.
13. You will be considered Probationary until you have been a member for 24 Full Months and deemed competent by the club executive at which time you will be granted full membership.
14. **YOU MUST** notify the club and registry of changes to Address/safe storage arrangements (ITS LAW) this also includes other changes to your circumstances relating to holding a NSW Firearms Licence.
15. **YOU MUST**, actively participate in club activities including shooting, volunteering, and attending general meetings.
16. **Members are NOT TO** wear or possess anything that may bring the club or shooting into disrepute, this may result in you being asked to leave the club or other action being taken. We do not consider items of political affiliation/opinion, colours, respectful humour to be offensive, this is in respect to directed items by design to cause issue for members or the sport in general.

I \_\_\_\_\_ declare I have read and Fully Understand the **ALL** Obligations/Requirements/Duties regarding the holding of a firearms licence & requirements of NEWTEC membership, further you will always abide by the firearms act/regulations & the NEWTEC Pistol Club Constitution. Disciplinary action will be taken if you breach regulations, laws, Club General/Safety rules pursuant to holding/Obtaining a Firearms Licence in New South Wales. Members are expected to act with integrity, ethics, morals, uphold club values, if you cannot abide with the above, please do not sign this document.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Witness Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**This document is binding once signed and is not negotiable.**

**This Document will form part of the Club file held on you and is secured in line with Privacy requirements Disciplinary action will be taken if you fail to abide by all rules (This does not replace or remove member responsibilities set in the club constitution or other binding documents).**

**Safety of all stakeholders is important.**



# NEWTEC Pistol Club Incorporated

## **F1 – Newtec Pistol Club Code of Conduct**

Newtec Pistol Club (Newtec) Code of Conduct (the Code) applies to all persons associated and/or involved with Newtec and its activities in any capacity regardless of membership or not.

Such persons include, but are not limited to, the following:

1. All individual Members of Newtec.
2. Committee, Appointees, Coordinators and Officials of Newtec.
3. Representatives and/or officials of State/National Associations.
4. Volunteers acting in any capacity on behalf of Newtec.
5. Contractors and their employees.
6. Visitors and Spectators
7. Any individuals/entities that become involved in any with activities, functions and/or engagements of Newtec Pistol Club for whatever reason.

The purpose of the Code is for the protection of all Newtec stakeholders in ensuring that every individual is treated with respect, dignity and fairness and assured of his/her safety by preventing discrimination, harassment, abuse, and/or any other form(s) of inappropriate behaviour. Newtec Pistol Club reserves the right to take all appropriate disciplinary action against any person and/or organisation bound by the Code if breached. If disciplinary action is deemed necessary and has commenced, the Code will apply to respective persons and/or organisations. It is the responsibility of all stakeholders to always make themselves aware of the provisions of the Code. The Code may be amended from time to time by Newtec and is available to all stakeholders at the club.

### VALUES

The Code is based on our affiliated bodies and adopted into Newtec Pistol Club, applicable to all internal and external stakeholders in all engagements with Newtec.

1. Honesty and integrity.
2. Treat people with dignity and respect.
3. Being responsive to the needs of others.
4. Being open and transparent.
5. Listen and communicate effectively.
6. Accept full responsibility and be accountable for one's actions.
7. Cooperate and work as club.
8. Value the health, wellbeing, and safety of all Newtec Pistol Club stakeholders.
9. Value diversity.

### STANDARDS: Behaviour

The Code requires every individual and/or organisation defined herein to adhere to the following standards of behaviour:

1. Be a positive role model and always promote Newtec Pistol Club in a positive light.
2. Act in a manner that is ethical, moral, fair, and honest in all dealings with internal and external stakeholders.
3. Treat everyone with respect and courtesy, having proper regard for their dignity, rights, and obligations.
4. Place, always, the safety and welfare of others particularly children above all other considerations.
5. Comply with Newtec Pistol Clubs constitution and all other rules, policies, procedures applicable to the Newtec Pistol Club, its members, and affiliated bodies.
6. Operate within the rules of the sport and in the spirit of fair play and good sportsmanship.
7. Comply with all Australian laws, both federal and state, including but not limited to, anti discrimination, harassment, and Privacy.
8. Do not discriminate against any person on the grounds of age, gender, race/nationality, sexual orientation, or any other category other than that person's merit.
9. Act responsibly and be accountable for your actions.
10. Be diligent and perform in a manner that is conducive to the health, wellbeing and safety of yourself and others.
11. Do not engage in any form of harassment towards any individual.
12. Do not engage in any manner towards any individual that may be viewed as sexual harassment/abuse.
13. Do not engage in physical, verbal, emotional abuse towards any other person.
14. Do not engage in ANY intimidating and/or bullying behaviour towards others.
15. Behave professionally, honestly and with integrity.
16. Do not behave in any manner that may bring the reputation of Newtec Pistol Club into disrepute.
17. Do not use your involvement with Newtec Pistol Club to promote yourself ahead of or to the detriment/disadvantage of Newtec Pistol Club, its members, or partners.
19. Do not use your involvement with Newtec Pistol Club to promote your own beliefs, behaviours, standards and/or practices.
20. Do not make improper use of Newtec Pistol Club or other inside information, your status, power and/or authority, whatever that may be.
21. Take appropriate steps to avoid conflict of interest, real or apparent, with your engagement with Newtec Pistol Club.
22. Maintain confidentiality with respect to all information obtained during any engagement and/or work performed on behalf of Newtec Pistol Club per the Privacy Act 1988 (Cth).
23. Do not engage in the inappropriate disclosure, directly or indirectly, of any information regarding Newtec Pistol Club matters of internal and external stakeholders.
24. Do not provide false or misleading information about Newtec Pistol Club and/or stakeholders irrespective of personal perception of a situation.
25. Act with care and concern for others always.





# NEWTEC Pistol Club Incorporated

## Items/Documentation Required: REFERENCE ONLY

Item	Required Form	Note
NSW Drivers Licence	Original	Require Photo Identification minimum requirement is a NSW Drivers Licence or Passport. A Birth Certificate must be accompanied by photo ID
Australian Passport	Original	
Australian Birth Certificate	Original	
Medicare Card (Green)	Original	
Firearms Licence / Permits (if held)	Original	A current Firearms Licence and or firearms permits held.
SSAA Membership Card (If held)	Original (Sight) - Copy Required	Provide Copy
NSWAPA Membership Card (Transfers)	Original	Newtec one will be ordered
Holster Card (PA or SSAA) (If held)	Original	Will require file copy
Leaving Club Membership Card (Transfers)	Original and Copy	Copy Required
Three Professional References (All Applicants)	Signed Copies	
Transfer Form (PA or SSAA) (Transfers)	Original (Preferred) or Copy	
Criminal Record Check	Original	Only if requested

Any other documentation will be requested if required.

All information and documents provided are kept on file with the club this may be electronically and or physical files.

Please review the NSW Firearms Registry Identification Requirements prior to making any applications.

**All Documents will form part of the Club file held on you and is secured in line with Privacy requirements**  
**Disciplinary action will be taken if you fail to abide by all rules, regulations or legislation**  
**(This does not replace or remove member responsibilities set in the club constitution or other binding documents).**  
**Safety of all stakeholders is paramount.**