Form 1

Formal Motion

Date	7	Name of Union Body	y:	
Title c	of the motion:			
l,			, move that:	
0				
Secor	nded by:			
Note:	the following	section is for the Cha	irperson to complete	
Motio	n number:			
Was:	[] Presented	d with notice	[] Presented witho	ut notice
Was:	[] carried	[] amended	[] not carried	[] withdrawn
	[] carried by	y flying minute (Y/N)	[] attachments (Y/	N)
	[] lapsed	[] laid on the table	[] referred to	
	[] out of ord	der		
Signe	d:			(Chairperson)

Form 2

Proxy

I,	hereby apologise for my absence at the		
meeting of		(name of Union body)	
to be held on		and give my proxy to:	
1			
2			
3			
This proxy instrument is:			
[] general (may be exercised at the	e discretion of the p	proxy holder)	
[] limited to the following resolution	n/s		
[] must be exercised in the following	-		
Signed:	Date:		
Note: the following section is for th	ne Union Secretary	to complete	
Application was: [] granted	[]refused		
Signed:	Date:		

Schedule Three



Appeal of Union Body Decision

Date:						
Pursuant t	Pursuant to R21.2, motion numberof the					
(name of l	Jnion body) is hereby app	pealed.				
This motio	n reads:					
This motio	n was [] carried [] lost	at first instance.				
The appell	ants are:					
Ν	lame	Student No.	Position (if applicable)	Signature		
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
12				<u>.</u>		
13						
14				<u>.</u>		
_	<u> </u>					

23.	
24.	
43. 44.	
50.	

NB: In accordance with regulation 21.2, an appeal requires:

- a) Two of the following:
 - i. President,
 - ii. Union Secretary, and/or
 - iii. Treasurer, or
- b) One Councillor; and
- c) Fifty students.

Schedule Four



University of Queensland Union: Notice of Election

Nominations are called for:
[insert positions]
Written nominations which comply with the Union's Constitution and Regulations, may be made at any time from/
Nominations must be received not later than/,:am / pm.
Nomination forms are available from Administrative Services, Contact or by telephoning or writing to the Returning Officer at the Union. The use of these forms is compulsory.
HOW TO LODGE NOMINATIONS
By Hand: Postcode
By Post: Postcode
By Fax: ()
A ballot, if required, will open on// and close at/,,;am/pm.
Returning Officer

Schedule Five



Standing Resolution on Policy

Policy Section:	
Title:	(Page of
Preamble:	

Policy Section:			
Title:	_ (Page _	_ of _	_
Platform:			
			_
			_
			_
			
			_
			_
	A		
			_
			_
			_
		0.70	_

Policy Section:		
Title:	(Page	of)
Action:		

Schedule Six



Receipt of Nomination Letter

/
Dear
In accordance with the University of Queensland Union Constitution and Regulations, I
advise that your
nomination for the position of:
<u> </u>
has been received in this office and provisionally accepted.
Please find attached a copy of the Election Regulations of the University of Queensland
Union, which governs
the conduct of elections.
Yours Sincerely,

Returning Officer



Schedule Seven

Withdrawal of Nomination

Dear Returning Officer,	
I, (name as it appearing my desire to withdraw from the position of ballot.	
Signed:	
(signature of candidate wishing to withdraw)	
Student Number:	

Schedule Eight



Electoral Group Registration

Propo	sed Name of Ele	ectoral Group (up to five v	vords):	
mana	ger by the candid		student formally nominated ectoral group (for the purpo and the group):	
Name	<u> </u>			
Addre	ess:			
			Postcode:	
Conta	act number: ()		
Stude	ent number:			
Pursu i	At least seven of Union Newspap positions of Tur Officer, and incl	oer Editor (Semper Floreat bot Street Officer, Medical luding at least two candida	ral Group requires: y candidates for the position i), including at least two candidates Officer and Gathetes for the positions of Entrimpa Officer and Colleges	ndidates for the on Campus vironment Officer,
ii.	At least six can	didates for the position of	Councillor; and/or	
iii.	At least five car	ndidates for the position of	Union Newspaper Editor	(Semper Floreat)
group w pursuar	vill only appear or	n the appropriate ballots for requirements. Please tick	uirements above, however or those applicable per R74 boxes above for the requir	l.4 – R74.9
	Name	signature	student number	candidate for
1				
3				
4				
5				
				c
8				

10.	
	-
29	
30	
31	
32	
33	
34	
36	
37	
38	
39	
40	
41 42	
43	
44	

If the proposed names of the Electoral Group have been registered in an election during the preceding ten years, the authorisation of two of the existing signatories, or however the lodged Schedule Eighteen pursuant to R74.10 specifies, must be provided below:

Authorised By:

1.	name	signature
2.		

A complete list of all candidates who are members of this Electoral Group must be submitted to the Returning Officer by the close of nominations, and the order in which they should appear on the ballot, if applicable (R74.20).

The Campaign Manager, as soon as possible, shall also submit an electronic copy of an excel spreadsheet with the following information for all members of the ticket:

Surname	Given	Enrolled	Student	Gender	Phone	Email	Candidate
	Name(s)	Program	Number				For



Schedule Nine

Appeal of Returning Officer's Decision to Approve Publicity

Name of Appellant:	
Student Number:	
Title and Description of Publicity which is being appealed:	
Name of person authorising the above publicity:	
Electoral Group of person authorising the above publicity:	
Grounds on which the publicity is being appealed:	
(signature of appellant)	

Schedule Ten



Postal Vote Application

This form is for students who wish to apply for a postal vote for the Annual Election and any

^{*} The Returning Officer must compare the signature on this application form with the signature on the envelope that contains any postal votes to verify that the person who has voted is the student who made the application (R81.11).



Schedule Eleven

Postal Vote Declaration

YOUR VOTE IS SECRET – The Returning Officer will discard this declaration before the envelope containing your ballot papers is opened.

Name:		
Student No.:		
I declare that I ar	n the person named on this envelope:	
Sign Here		



Schedule Twelve

Provisional Vote Envelope Declaration

Name:	
Student No.:	
YOUR VOTE IS SECRET – The Returning Officer will discard this envelope befor envelope containing your ballot papers is opened.	e the
I declare that I am eligible to vote in this election / referendum* * cross out whichever is not applicable	
sign here	



Schedule Thirteen

Scrutineer Application

10400	, being a candidate fooint the following student as a scrutineer.	or
Name: Student No.:		
Signed	<u> </u>	



Schedule Fourteen

Declaration of Poll

/	
Pursuant to the Constitution and Regulations of the UQ Union, I hereby declare the followers results:	owing
[insert election results here]	
Students who wish to appeal against any or all of the results declared above, should contact the Tribunal Registrar within ten academic days or three weeks, whichever is the lesser, of the date listed above on this declaration.	
The Tribunal Registrar is:	
name of Tribunal Registrar:	
insert postal address:	
insert telephone number :	
signature of Returning Officer	
name of Returning Officer	

Schedule Fifteen



Requisition of Referendum or General Meeting

We, the undersigned students of the University of Queensland, hereby requisition a referendum / general meeting* pursuant to section 11 of the Constitution so as to consider the following question:

*cross out whichever is not applicable

5, 555					
	Full Name:	Student no.:	Faculty:	Date:	Signature:
2					
		a Requisition for referend a Requisition for a Genera			
		valid, a signed and dated ou signed this petition mu			
		vaild, the Electoral Regis ore any student has signe			
Regis	strar:		Date:		Schedule Fifteen

Schedule Sixteen



Expression of Interest to Affiliate a Body

Please tick category of club:
[] General [] Faculty
[] College [] International
The name of the club
Please tick type of club
[] Subsidised [] Non- St Lucia campus based
The aims of the Club / Society / Association:
(minimum of three required)
Aim 1.
Aim 2.
Aim 3.
Other Aims (optional)
List how the club will achieve the above aim: