



To: The Returning Officer  
PO Box 1207  
COORPAROO DC QLD 4151

or email to: [retofficer@hallpayne.com.au](mailto:retofficer@hallpayne.com.au)

## 2025-2027 QJA Board Nomination Form

### Candidate

I, \_\_\_\_\_ of \_\_\_\_\_  
*Full Name* *Postal Address*

having been for the 24 months immediately preceding the date of this nomination, a financial member of the Queensland Justices Association (QJA), being appropriately privileged in accordance with Rule 24 of the QJA Constitution QJA and not being:

- a) an undischarged bankrupt;
- b) convicted of an indictable offence or sentenced to imprisonment;
- c) a member, employee, director or agent of any other entity, body or association, incorporated or not incorporated, that operates in competition with the QJA;
- d) of unsound mind or liable to be dealt with in any way under the law relating to mental health,

nominate to be elected to the office of \_\_\_\_\_ on the Board of the Queensland Justices Association.  
(Insert: President, Vice President or Board Member)

I have read the Role Specification ([www.qja.com.au/dir](http://www.qja.com.au/dir)) and the notes on the reverse side of this form.

Email address \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

QJA Member Number: \_\_\_\_\_

(the “**Candidate**”)

### Nominator

I, \_\_\_\_\_ of \_\_\_\_\_  
*Full Name* *Address*

nominate the Candidate for election to the Board of the Queensland Justices Association.

I confirm that I am a financial member of the Queensland Justices Association (QJA) and am appropriately privileged in accordance with Rule 24 of the Constitution of the QJA.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

QJA Member Number: \_\_\_\_\_

(the “**nominator**”)

**PLEASE READ THE NOTES OVERLEAF BEFORE COMPLETING THIS FORM**

## Notes relating to the Nomination Form:

- Rule 54(b)** The term of office for members of the Board, is 2 years, provided that the President may only hold the office of President for 2 consecutive terms.
- Rule 54(k)** A Member is not eligible for nomination as **President** unless they have been a member of the Board for at least 12 months.
- Rule 54(i)** Only current members of the Board may nominate a Member, privileged in accordance with this constitution, for the office of **President**.
- Rule 54(f)** Offices open for nomination are: **President** (1), **Vice President** (1), and **Board Member** (8).
- (i) Any ordinary member, life subscription member, life member, or corporate representative member appropriately privileged in accordance with rule 24, may nominate another ordinary, life subscription, life, or corporate representative member to stand for election as an Officer.

If nominating for more than one office, a separate nomination form must be submitted for each office.

## Notes Relating to the Returning Officer:

- Rule 54(l)** - The Returning Officer will, in relation to any uncontested positions, declare the successful candidates elected.
- i. If, following the close of nominations there are insufficient members nominated to fill an office the subject of the election, then nominations will be reopened by the Returning Officer for a further period of 5 days.
  - ii. If, following the close of nominations there is no member nominating for an office for which an election is being conducted then the vacancy will be filled, in accordance with rule 57, provided that the Member appointed will only hold office for that part of the term, applicable to the office concerned, that expires at the Annual General Meeting held in the next election year.
- Rule 54(o)** - The Returning Officer will, where there is any contest for Offices conduct a secret ballot in the following manner:
- i. secure;
    - A. a locked postal facility, and/or
    - B. a web based voting platform,  
for the conduct of the ballot, provided that nothing prevents the Returning Officer from conducting the ballot by either means provided by this part or by a combination of
    - C. postal and ballots web based ballots;
  - ii. within 2 days of the close of nominations prepare ballot papers for each contested office, listing the candidates for election in alphabetical order;
  - iii. prepare voting instructions for Members entitled to vote that provide for the following:
    - A. the method of voting;
    - B. the marking of the ballot paper; and
    - C. the return of the ballot paper and information as to candidates;
  - iv. ensure that Members who are entitled to vote are instructed that completed ballot papers must not disclose the identity of the Member voting and that any ballot paper so marked as to disclose the identity of the Member voting will be discarded and will not be counted in the ballot;
  - v. do all such things as are necessary to ensure the secrecy of the ballot;
  - vi. count the ballot in the presence of scrutineers (if any) appointed by the candidates for election;
  - vii. determine the ballot on a "first past the post" basis;
  - viii. declare the successful candidates elected and report to the chairperson of the Annual General Meeting of the results of the ballot, and the chairperson will declare the candidates elected at the Annual General Meeting, and;
  - ix. the Returning Officer will keep Candidates informed as to the progress, and result, of the election.