NACCHO
National Aboriginal Community Controlled Health Organisation

NOTICE OF APPOINTMENT OF DELEGATE

(Clause 14 of the NACCHO Constitution)

This form must be completed on behalf of a NACCHO member organisation and is used to appoint a Delegate to represent the member organisation at NACCHO general meetings.

The appointment of a Delegate remains valid until it is revoked in writing to the NACCHO Company Secretary.

Instructions

Please complete all fields below and return this form to the NACCHO Company Secretary **at least 3 working days** before the first general meeting the Delegate will attend, wherever possible.

Note: The person appointed as Delegate cannot sign this form. It must be signed by another person authorised by the member organisation, such as the chairperson, CEO or another senior person within your organisation. If the chairperson or CEO is being appointed as Delegate, another senior officer, such as the CFO or equivalent, may authorise the appointment.

Completed forms are to be emailed to company.secretary@naccho.org.au

Notice of Appointment of Delegate	
Member organisation name	
Name of person appointed as Delegate	
Position of person appointed as Delegate	
Date of appointment *(this is the date of the first meeting the Delegate will attend)*	
Delegate contact details	Email:
	Phone:

_____ _____

Signature of person authorised to sign the Notice of Appointment of Delegate

Date

_____ _____

Full name

Position