



DISAFFILIATION OF AFFILIATE BRANCHES

An Affiliated Branch of the Association may no longer be in a position to operate. Reasons may include:

- A lack of community support in the way of volunteers
- An unsustainable drop in attendance numbers
- The inability of local Officers to attend events

Regardless of the reason the Branch Coordinator should notify State Office of the decision to disaffiliate as soon as possible.

The following matters will need to be attended to:

1. All outstanding accounts to be settled with QBLAI and the community.
2. Any branch owned assets may be donated or distributed at the committee's discretion. (Remember any items purchased through State Office grants remain the property of the Association)
3. A stocktake to be conducted of any Association Assets held. In most cases this would be a MERV trailer and/or associated equipment. An asset list can be provided by State Office.
4. A final financial audit must be done. Depending on the timing of disaffiliation, the most recent audit may suffice. In this case any un-audited bank statements, receipts and books to be forwarded to State Office.
5. Permission must be granted by State Office before the donation of any remaining Branch funds. As well as worthy local youth organisations, you should consider other (particularly regional) Blue Light Branches.
6. Remaining funds to be transferred to the Association for disbursement.

Queensland Blue Light Association Incorporated

BSB: 704052

ACC: 100207087

7. The Branch Bank Account to be closed, and evidence of this sent to State Office. This can be in the form of a final statement with a zero balance.

Once the above matters have been attended to the disaffiliation of the Branch will be final.

If you have any questions regarding the disaffiliation process please contact State Office.

E: admin@bluelightqld.org