

CONSTITUTION OF THE CHRISTIAN BOOK SELLING ASSOCIATION OF AUSTRALIA INCORPORATED

STATEMENT OF OBJECTS AND RULES

AIMS AND OBJECTIVES

The overall aim of the Association shall be to serve and advance the interests of organisations and persons whose principal occupation and concern is the promulgation of the Christian Faith through Christian resources and all other means of communication. In particular, the Association is to be a collective for organisations and individuals which are primarily engaged in the creation and distribution of Christian Literature and Christian resources of all kinds.

Without reducing the generality of the foregoing, particular objectives shall be:

- 0.1 To assist and encourage members to conduct their businesses in a professional and efficient manner and in accordance with the Association's Code of Ethics. Appendix 3.
- 0.2 To encourage the establishment and development of Christian outlets with Christian resources (retail and/or non retail)
- 0.3 To arrange conventions at which members may meet for mutual encouragement, trade and education.
- 0.4 To arrange training and training materials in accord with the wishes of the majority of members.
- 0.5 To collect and disseminate information relevant to members of the Association in Australia.
- 0.6 To encourage Australian authors, and the publication and dissemination of Christian literature in Australia.
- 0.7 To arrange the availability of consultants and specialist assistance as desired by members, as far as possible.

RULES

1.0. DEFINITIONS AND ABBREVIATIONS

- 1.1. THE NAME of the Association is 'Christian Book Selling Association of Australia Incorporated', hereinafter referred to as 'the Association' or CBAA.
- 1.2. 'CHRISTIAN RESOURCES' as used herein, may include products other than printed, ie CDs, DVDs, cards, pictures, plaques, jewellery, computer software, wall ornaments and altar ware of a Christian nature.
- 1.3. 'FULL MEMBERS' shall be the only members who shall be entitled to vote at meetings of the Association.
- 1.4. 'ORGANISATION' shall mean any association, firm, sole trader or corporation.
- 1.5. 'SECRETARIAT' shall mean the person or persons employed by the Association to carry out the day to day office administration of the Association including the typing and dispatch of correspondence, the maintenance of the register, the collection of fees etc.
- 1.6. 'THE ACT' shall mean the Associations Incorporation Act, 1984.

2.0. MEMBERSHIP

- 2.1. CATEGORIES OF MEMBERS: Membership of the Association shall be comprised of persons acting on their own behalf or as representatives of organisations who are engaged in the publishing, wholesaling, distribution or retailing of Christian resources, as outlined in the rules.

2.2. CLASSES OF MEMBERS

- 2.2.1. All members of the Association shall be deemed to be Full Members with Full Members' rights.
- 2.2.2. Branch Members shall be organisations which have common ownership and/or management with a Full Member and wish to have non-voting membership at a reduced fee.
- 2.2.3. Honorary Life Members. This title may be conferred for exceptional service to the Association. A person may be nominated for Honorary Life Membership by any member of the Association. The nomination shall be presented to Council. Nominations endorsed by the Council shall be presented to a General Meeting, which shall decide if the title is to be conferred.
An Honorary Life Member shall not be required to pay any membership fees. He/She shall be entitled to attend any Meeting of the Association and to speak but not to vote (unless otherwise entitled to vote).

2.2. RIGHT TO VOTE AND HOLD OFFICE

- 2.3.1 A member Organisation shall appoint a natural person as its representative to act on its behalf at all meetings of the Association. Each Full Member shall have one vote. Full membership can be granted to Honorary Life member, where the Council deems it expedient to do so, and the Council's decision is ratified by a General Meeting. There shall be no more than three such members at any one time. Honorary Life members shall be entitled to attend and to speak at General Meetings of the Association but with the exception of those members to whom Full Membership has been granted shall not be entitled to vote at any General Meeting of the Association.

2.3.2 A natural person who is the representative of an organisation who ceases to be an employee of such organisation and does not become the employee of another member organisation or in their own right come within one of the other classifications as set in Rule 2.2. within fourteen (14) days shall no longer have the right to vote and hold office.

2.3.1. A member Organisation shall appoint a natural person as its representative to act on its behalf at all meetings of the Association. Each Full Member shall have one vote. Full membership can be granted to an Honorary Life member, where the Council deems it expedient to do so, and the Council's decision is ratified by a General Meeting. Honorary Life members shall be entitled to attend and to speak at General Meetings of the Association but, with the exception of those members to whom Full Membership has been granted, shall not be entitled to vote at any General Meeting of the Association.

A natural person who is the representative of an organisation who ceases to be the nominated natural person of that organisation shall no longer have the right to vote and hold office as from the following Annual General Meeting.

2.4. MEMBERSHIP PROCEDURES

2.4.1. The Association reserves to itself absolutely the right to decide acceptance or rejection of applications for membership, and to terminate membership.

2.4.2. Any application for membership shall be submitted on the prescribed form, and accompanied by the membership fee and any joining fee. Applications shall be considered initially by the Executive and may be adopted by the Council on behalf of the Association.

2.4.3. Membership fees shall be due for renewal on July 1 of each year. Non-payment by September 30 shall render a member un-financial. Un-financial members shall forfeit all rights of membership including any office held by their representative.

2.4.4. When a new member is admitted during the course of a year the appropriate proportion (monthly rests) of the relevant membership fee shall be paid.

2.4.5. The Association shall establish and maintain a register of members of the Association specifying the name and address of each person or organisation who is a member of the Association, together with the date on which the membership began. In every case where a member ceases to hold membership, an appropriate entry shall be made in the register of members recording the date on which the member ceased to be a member.

2.4.6. The register of members shall be kept at the principal place of administration of the Association and shall be open for inspection, free of charge, by any member of the Association at any reasonable hour.

2.4.7. A right, privilege or obligation which a person has by reason of being a member of the Association is not capable of being transferred or transmitted to another person and terminates upon cessation of the person's membership.

2.5. ETHICS

A condition of membership shall be acceptance of, and subscription to, the Code of Ethics of the Association as appended. (Appendix 3)

2.6. CESSATION OF MEMBERSHIP

A person or Organisation ceases to be a member of the Association if:

2.6.1. The person dies and the Organisation he/she represents fails to appoint a substitute within 28 days or the organisation is wound up or dissolved as the case may be.

2.6.2. A person or Organisation resigns that membership in accord with the following: A member of the Association, who has paid all amounts payable by the member to the Association in respect to the member's membership, may resign from membership of the Association by first giving notice (being not less than 1 month or not less than such other period as the Council may determine) in writing to the Secretary of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.

3.0. DISCIPLINING OF MEMBERS

3.1. Where the Council is of the opinion that a member of the Association:

- has persistently refused or neglected to comply with a provision or provisions of these rules; or
- has persistently and wilfully acted in a manner prejudicial to the interests of the Association; or
- has breached or disavowed the Code of Ethics of the Association.

The Council may, by resolution

- expel the member from the Association; or
- suspend the member from membership of the Association for a specified period.

3.2. A resolution of the Council under clause 3.1. is of no effect unless the Council, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice under clause 3.3 confirms the resolution in accordance with this Rule.

3.3. Where the Council passes a resolution under clause 3.1 the Secretary/Treasurer shall, as soon as practicable, cause a notice in writing to be served on the member:

- setting out the resolution of the Council and the grounds on which it is based;

- stating that the member may address the Council at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - stating the date, place and time of that meeting; and
 - informing the member that the member may do either or both of the following:
 - (a) attend and speak at that meeting;
 - (b) submit to the Council at or prior to the date of that meeting written representations relating to the resolution.
- 3.4. At a meeting of the Council held as referred to in clause 3.3. the Council shall:
- give to the member an opportunity to make oral representations;
 - give due consideration to any written representations submitted to the Council by the member at or prior to the meeting; and
 - by resolution determine whether to confirm or to revoke the resolution.
- 3.5. Where the Council confirms a resolution under clause 3.4 the secretary/treasurer shall, within 7 days after that confirmation, by notice in writing inform the member of the fact and of the member's right to appeal under Rule 3.7.
- 3.6. A resolution confirmed by the Council under clause 3.4 does not take effect:
- 3.6.1. until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
- 3.6.2. where within that period the member exercises the right of appeal, unless and until the Association confirms the resolution pursuant to Rule 3.7.1.

3.7. APPEALS

- 3.7.1. A member may appeal to the Association in general meeting against a resolution of the Council which is confirmed under clause 3.4 within 14 days after notice of the resolution is served on the member, by lodging with the Secretary/Treasurer a notice to that effect.
- 3.7.2. Upon receipt of a notice from a member under clause 3.7.1 the Secretary/Treasurer shall notify the Council which shall convene a general meeting of the Association to be held within 21 days after the date on which the Secretary/Treasurer received the notice.
- 3.7.3. At a general meeting of the Association convened under clause 3.7.2:
- the Council and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- 3.7.4. If at the general meeting the Association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.
- 3.7.5. If a quorum is not present within half an hour of the appointed time then the meeting shall be dissolved and the Council shall refer the appeal to a tribunal comprised of not less than 3 nor more than 5 persons being members of the Association, who are not office bearers or ordinary members of the Council and who are elected annually from the floor of the annual general meeting and the decision of the tribunal shall be final and binding on all members and no member shall be entitled to commence or maintain any action in respect of any resolution to expel or suspend a member from membership of the Association until such matter shall have been referred or determined as provided by the preceding provisions of this Constitution. The costs of the submission, reference and award shall be in the discretion of the tribunal.

4.0. NATIONAL STRUCTURE

The Association is a democratic organisation which shall function in accord with the wishes of the majority of the members. The supreme policy and decision-making body shall be a General Meeting of the Association. There shall be a President and a Secretary/Treasurer. To assist in the conduct of the affairs of the Association between General Meetings there shall also be a National Council (called 'the Council') and a National Executive (called 'The Executive').

5.0. GENERAL MEETINGS

- 5.1. There shall be at least one general meeting each calendar year which shall be held within the period of 6 months after the expiration of each financial year of the Association. The Code of Ethics shall be read or displayed at any general meeting.
- 5.2. The Association shall hold its first annual general meeting:
- (a) within the period of 18 months after its incorporation under the Act; and
 - (b) within the period of 2 months after the expiration of the first financial year of the Association.
- 5.3. The Annual General Meeting of the Association shall, subject to the Act and to Rule 5.1, be convened on such date and at such place and time as the Council thinks fit. In addition to any other business, which may be transacted at an annual general meeting, the business of an annual general meeting shall be:
- to confirm the minutes of the previous annual general meeting and of any special general meeting held since that meeting;
 - to receive from the Council reports upon the activities of the Association during the previous financial year;
 - to elect office-bearers of the Association and ordinary members of the Council; and

- to receive and consider the statement which is required to be submitted to members pursuant to Section 26(6) of the Act.

5.4. The Council may, whenever it thinks fit, convene a special general meeting of the Association.

5.5. The Council shall, on the requisition in writing of not less than 20 per cent of the total number of members, convene a special general meeting of the Association.

5.6. A requisition of members for a special general meeting:

- shall state the purpose or purposes of the meeting;
- shall be signed by the members making the requisitions;
- shall be lodged with the secretary; and
- may consist of several documents in a similar form, each signed by one or more of the members making the requisition.

5.7. QUORUM

5.7.1. For a General Meeting the quorum shall consist of twenty five percent (25%) of the Full Members present and in person. An ordinary resolution requires a simple majority (i.e. 50% plus 1) of those voting in order to be passed. A special resolution requires at least a 75% majority of those voting in order to be passed. (Votes may be in person or by proxy). A change to the constitution requires a special resolution.

5.7.2. If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting shall be adjourned to such other time and place as the Chairman shall specify subject to:-

(a) A Resolution passed by not less than three quarters of Full Members present at the meeting and the quorum terms of this Rule shall be deemed to be waived for that purpose; or

(b) In the event that the meeting was requisitioned by members, meeting the Resolution shall be deemed to have been lost and the meeting to be at an end without adjournment.

A quorum of whatever Full Members are required under these Rules must be present at all times for any business to be transacted by that meeting.

5.8. NOTICE OF MEETINGS

At least 4 weeks before the date fixed for a general meeting the Secretary/Treasurer shall cause to be sent by prepaid post, or electronic communications to each Full Member at the member's address appearing on the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

5.9. VOTING ENTITLEMENTS

5.9.1. Each Full Member shall be entitled only to exercise one vote and such vote shall with the exception of the matters referred to in Rule 5.9.2. be exercised personally by such member or where such Full Members is an Organisation by the duly authorised representative of such Organisation.

5.9.2. With respect to matters governed by Rule 17.0. a Full Member shall be entitled to exercise by proxy its/his/her right to vote but not with respect to any other matter of business.

5.9.3. A Full Member is not entitled to vote at any general meeting of the Association unless all money due and payable by the member to the Association has been paid, other than the amount of the annual subscription which remains unpaid in accord with Rule 2.4.3.

6.0. OFFICE BEARERS AND COMMITTEES

6.1. THE PRESIDENT

As the principal office-bearer of the Association the President shall fill a leadership role typical of such an office. He/she, or his/her nominee shall represent or speak for the Association and act as the public officer of the Association. The President shall preside over all meetings of the Association, the Council, and the Executive. In his/her absence, the relevant body shall elect a Chairman (for that meeting) from among its members. At any meetings of the Association, the Council, or the Executive, the President or Chairman shall have the same voting rights as other members (ie. a deliberative but not a casting vote).

6.2. PRESIDENTIAL VACANCY

A Presidential vacancy occurring between General Meetings and more than two months before the next annual general meeting shall be filled through by postal or electronic communication preferential ballot of Full Members. The election shall be conducted by the CBAA Secretariat or by a recognised accounting/auditing firm, which has offices in at least three States. Nominations shall be called for (by mail or electronic communications) from Full Members at least four weeks before the date of the ballot. At least two weeks before the date of the ballot, Full Members shall be provided with:

- a brief biographical data on each nominee;
- a written statement from each nominee outlining his/her approach to the Presidency; and
- a ballot paper with provision for preferential voting together with an explanation of how the vote shall be recorded. The person so elected shall hold office until the next annual general meeting.

6.3. THE SECRETARY/TREASURER

The offices of secretary and treasurer shall be combined into a single office to be called the Secretary/Treasurer. The Secretary/Treasurer shall have the following duties:

- 6.3.1. To keep minutes of all appointments of office-bearers and members of the Council.
 - 6.3.2. To keep minutes of the names of members of the Council present at all Council meetings or general meetings.
 - 6.3.3. To keep minutes of proceedings at all committee meetings and general meetings;
 - 6.3.4. To ensure that all money due to the Association is collected and received and that all payments authorised by the Association are made.
 - 6.3.5. To ensure that correct books and accounts are kept showing the financial affairs of the Association including full details of all receipts and expenditure connected with the activities of the Association.
- The Secretary/Treasurer may delegate (with proper safeguards) routine work to the Secretariat. In the event that a Secretariat shall cease to exist, or otherwise in any circumstances in which the Council considers it to be in the best interests of the Association, the Council may separate the offices of the Secretary and Treasurer and the Council may appoint a Full Member of the Association to hold the position of Secretary or Treasurer to relieve the then current Secretary/Treasurer of his duties pertaining to one or other of such offices. The Full Member appointed by the Council pursuant to this Rule shall hold office subject to these rules until the conclusion of the annual general meeting next following the date of the appointment.

6.4. THE COUNCIL

The committee of the Association shall be called the Council. The Council shall comprise seven members including the President and the Secretary/Treasurer. Each member of Council shall, subject to these Rules, hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election. No person shall be eligible for membership of the Council unless he/she has subscribed to the Declaration of Faith set out in Appendix 2 to these rules. The Council shall meet as necessary between Annual General Meetings. The first such meeting shall be held soon after the Annual General Meeting and in the same city, and no travel costs shall be reimbursed. There shall be reimbursement of reasonable travel and accommodation costs for other meetings of Council and of its properly appointed committees. The activities of the Council during the preceding period shall be reported to any General Meeting of the Association. Oral or written notice of a meeting of the Council shall be given by the Secretary/Treasurer to each member of the Council at least 48 hours or such other period as may be unanimously agreed upon by the members of the Council before the time appointed for the holding of the meeting. Four members for the time being of the Council shall constitute a quorum for the transaction of the business of a meeting of the Council. No business shall be deemed transacted by the Council unless a quorum is present. Questions arising at any meeting of the Council, any Advisory Committee, or the Executive shall be determined by a majority of the votes of the members of such body present at the meeting.

6.5. THE EXECUTIVE shall comprise:

- the President
- the Secretary/Treasurer
- one other members appointed by Council.

7.0. ELECTIONS

- 7.1. The Annual General Meeting of the Association shall elect:
 - a President
 - a Secretary/Treasurer
 - additional members of Council in accord with clause 6.5.
- 7.2. Nominations for the above positions may be submitted by any Full Member. Nominations shall be in writing on the prescribed form and shall include brief biographical data. The consent of the nominee shall be required and he/she must be a member or the properly appointed representative of a Full Member. Nominations shall be submitted to the Secretary/Treasurer of the Association not less than 28 days before the date fixed for the Annual General Meeting.
- 7.3. At least two weeks before the meeting Full Members shall be sent details of those who have been nominated for the above positions with the biographical data of each nominee. In the case of nominee(s) for President a brief statement (of no more than one page) from each nominee indicating his/her approach to the Presidency shall also be included EXCEPT THAT this statement shall not be required for the re-election of a President when the position is not contested by another candidate. Late nominations may be accepted when nominations in hand are insufficient to fill vacant positions.
- 7.4. Those entitled to vote shall be full members or the properly appointed representatives of Full Members who are present at the meeting.
- 7.5. The President shall be elected by exhaustive ballot. Where there is only one nomination for President, his or her election shall be confirmed by a majority of the Full Members present at the meeting. A President shall not serve for more than three years in succession.
- 7.6. When nominations exceed the positions to be filled, members of Council shall be elected by preferential ballot.

8.0. CHANGES TO COUNCIL MEMBERSHIP

- 8.1. For the purposes of these rules, a casual vacancy in the office of a member of the Council occurs if the member:
- dies;
 - ceases to be a member of the Association;
 - becomes an insolvent under administration within the meaning of the Companies (New South Wales) Code;
 - resigns office by notice in writing given to the Secretary/Treasurer;
 - is removed from office under Rule 9.3;
 - becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health; or
 - is absent without the consent of the Council from all meetings of the Council held during a period of 6 months.
- 8.2. In the event of a casual vacancy occurring in the membership of the Council, the Council may appoint a Full Member of the Association to fill the vacancy and the Full Member so appointed shall hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.
- 8.3. The Association in a general meeting may by resolution remove any member of the Council from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.

9.0. FINANCIAL

- 9.1. The funds of the Association shall be derived from joining fees and annual subscriptions (hereinafter called 'Membership Fees') of members, donations, sale to members of product list and other such sources as the Council determines.
- 9.2. Membership Fees and any joining fees for full individual members and branch members be established by the Council annually and ratified by the AGM.
- 9.3. The Association shall have the power to open and operate accounts with banks and other public financial institutions, and to acquire, hold, and dispose of real and personal property of any description as needed for the effective conduct of its affairs.
- 9.4. Audited financial statements containing the information prescribed by Section 26(6) of the Act shall be presented to each annual general meeting. The Council shall appoint the Auditor on behalf of the Association.
- 9.5. The assets and income of the Association shall be applied solely in furtherance of its above mentioned objectives and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.
- 9.6. Any and all reasonable expenses which are incurred by office bearers of the Association as a direct result of the performance of the duties of that office shall be subject to reimbursement by the Association.

10.0. MEMBERS' LIABILITIES

The liability of a member of the Association to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the member in respect of membership of the Association as required by Rule 10.2.

11.0.INSURANCE

The Association shall effect and maintain insurance pursuant to Section 44 of the Act, and may effect and maintain other insurance.

12.0. COMMON SEAL

- 12.1. The common seal of the Association shall be kept in the custody of the Secretariat.
- 12.2. The common seal shall not be affixed to any instrument except by the authority of the Council and the affixing of the common seal shall be attested by the signatures of the President and Secretary/Treasurer or, if they should be unable to perform this function, two other members of the Council appointed by the Council.

13.0.CUSTODY OF BOOKS

Except as otherwise provided by these Rules, the Secretary/Treasurer shall keep in his or her custody or under his or her control all records, books and other documents relating to the Association.

14.0. INSPECTION OF BOOKS

The records, books and other documents of the Association shall be open to inspection, free of charge, by a member of the Association at a reasonable hour.

15.0. SERVICE OF NOTICES

- 15.1. For the purpose of these Rules, a notice may be served by or on behalf of the Association upon any member either personally, by post, or electronic communication to the member according to the member's details shown in the register of members.
- 15.2. Where a document is sent to a person by properly addressing, prepaying and posting to the personal letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these Rules to

have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

16.0. CHANGES TO THE CONSTITUTION

The constitution shall only be changed by special Resolution in accordance with the procedures following.

- 16.1. A Resolution shall be submitted to a general meeting of the Association. The meeting shall consider such Resolution whether it be the Annual General Meeting of the Association or otherwise.
- 16.2. Notice shall be given to Full Members at least four (4) weeks before the general meeting at which such Resolution is to be considered.
- 16.3. The Resolution containing such amendment, alteration, addition or deletion to or from this constitution shall be passed by a Resolution of not less than three quarters of the Full Members of the Association present at the Annual General Meeting/General Meeting or by proxy entitled to vote in accordance with the Rules of the Association.
- 16.4. The Full Members entitled to vote at the time of such meeting may exercise their vote by proxy notwithstanding any provision to the contrary as regards any other matter of business.

17.0. REGISTRATION AS AUSTRALIAN REGISTERED BODY

That the Association be registered with the Australian Securities Commission as an Australian Registered Body.

18.0. DISSOLUTION

In the event of the Association being dissolved, the amount which remains after such dissolution and the satisfaction of all debts and liabilities, shall be applied by the Council to one or more non-profit organisations which have similar objectives to this Association and, failing that, any fund, institution or authority which is a non-profit organisation.

APPENDIX 1

DECLARATION OF FAITH For CBAA Membership

To be read in conjunction with the Constitution and to be accepted by, and subscribed to, by all Association members.

I believe in one God consisting of three persons:

- The Father who created and sustains all things and for whom all things were created,
- The Son Jesus Christ born of a virgin, being fully human and fully God, who died for our sins and rose again on the third day, ascended into heaven where He intercedes on our behalf to the Father and who will return to Earth one day,
- The Holy Spirit who dwells within believers.

I believe that commitment to Jesus as Lord is the only way to Salvation. Romans 10:9-13

I believe that those who call on Jesus Christ as Lord will inherit eternal life with Him and that God will judge all persons.

I believe that the Bible is the inspired word of God and the only and complete truth given to us by God. 2 Timothy 3:15-17

APPENDIX 2

DECLARATION OF FAITH For CBAA Council Members

In accepting nomination to the CBAA Council, I declare my faith in Jesus Christ as my Saviour, my Lord and my God.

I believe in one God consisting of three persons:

- The Father who created and sustains all things and for whom all things were created,
- The Son Jesus Christ born of a virgin, being fully human and fully God, who died for our sins and rose again on the third day, ascended into heaven where He intercedes on our behalf to the Father and who will return to Earth one day,
- The Holy Spirit who dwells within believers.

I believe that commitment to Jesus as Lord is the only way to Salvation. Romans 10:9-13

I believe that those who call on Jesus Christ as Lord will inherit eternal life with Him and that God will judge all persons.

I believe that the Bible is the inspired word of God and the only and complete truth given to us by God. 2 Timothy 3:15-17

.....
Signature of Council nominee

Date:.....

APPENDIX 3

CODE OF ETHICS

To be read in conjunction with the Constitution and to be accepted by, and subscribed to, by all Association members.

The Christian Bookselling Association of Australia Incorporated is an association of those who are engaged in the production and distribution of Christian resources as defined in the Constitution of the Association. We believe that this is one of the most effective means of communicating God's message and recognise that the Association is a vital link in bringing Christian resources to individuals, local Churches and the local community. We hereby determine to govern our individual businesses as follows:

1. To maintain ethical standards to the end that we will be more capable of serving our customers in a manner which will reflect credit on the association;
2. To recognise fully that ours is a community service and thus to provide necessary, proper and required services to our customers, and, in that respect to place service to the trade above individual gains;
3. To avoid the defamation of competitors by falsely imputing to them dishonourable conduct or by other false representations which mislead customers and or suppliers and affect the business of competitors;
4. To avoid unethical practices prejudicial to the interests of members;
5. To avoid wilfully enticing away the employees of a competitor thus injuring or embarrassing them in their business;
6. To establish and maintain good relationships at all levels within the Association;
7. To support the Association, its policies and programmes and to participate in its activities.