



AUSTRALIAN INDUSTRIAL REGISTRY

Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000
Telephone: (03) 8661 7888
Fax: (03) 9654 6672

Ref: AR2003/111-[131N]

Ms Michelle Eades
Executive Officer
Association of Consulting Architects - Australia
Box 17
Flinders Lane Post Office
MELBOURNE VIC 8009

Dear Ms Eades

**Re: Association of Consulting Architects - Australia
Annual Return of Information for Year 2003**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2003 in respect of the body specified above.

In accordance with subsection 268(3) of the *Workplace Relations Act 1996*, each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept by the organisation under subsection 268(1) and regulation 102 of the *Workplace Relations Regulations*. Such information must be lodged once in each year at any time during the period of three months commencing 1 January.

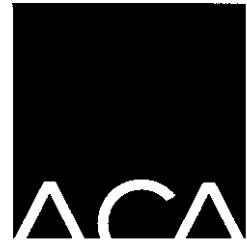
A summary of the information required to be lodged annually is set out in the accompanying document. Notifications of changes to the annual information required to be lodged under subsection 268(4) are also summarised in the accompanying document.

Please do not hesitate to contact me on (03) 8661 7822 if you wish to discuss the requirements for the Annual Return of Information or notifications of changes to such information.

Yours sincerely

Margaret Williams
E-mail: margaret.williams@air.gov.au

22 January, 2003



Association of Consulting Architects

Australia

Ms M Williams
Statutory Services Branch
Australian Industrial Registry
80 Collins Street
Melbourne Vic 3000

Box 17
Flinders Lane Post Office Melbourne
Victoria 8009 Australia
Telephone 61 3 9650 8577
Facsimile 61 3 9650 8577
Email nat@aca.org.au
ABN 25 619 781 055

31 March 2003

Dear Ms Williams

**Association of Consulting Architects
Annual Return of Information for Year 2003**

I refer to the above and now enclose the following Statutory Declarations and attachments:

- | | | |
|----|--------------------|----------------------|
| 1. | Federal Office | AR2003/111-[131N] |
| 2. | South Australia | AR2003/115-[131N-SA] |
| 3. | Victoria | 117 |
| 4. | Northern Territory | 113 |
| 5. | Queensland | 114 |
| 6. | Western Australia. | 118 |

I am still waiting on New South Wales and Tasmania and shall forward these to you when they are to hand.

I further enclose a Statutory Declaration from the Association of Consulting Architects – Victoria noting the change in Treasurer for 2003.

Yours sincerely

Michelle Eades
Executive Officer

aca/ir/048

I understand that Tasmania has forwarded their Stat Dec directly to you.

Australia

STATUTORY DECLARATION

I, **ROBERT WILLIAM PECK** of 267 Collins Street Melbourne in the State of Victoria, Architect, do solemnly and sincerely declare:

THAT

1. I am the President of the Association of Consulting Architects Australia, an organisation of employers registered under the Workplace Relations Act 1996.
2. I am empowered by the Association of Consulting Architects Australia to make this declaration.
3. To the best of my knowledge the register of members has during the immediately preceding calendar year been kept and maintained as required by section 268 (1) and (2) of the Workplace Relations Act 1996.
4. The National office of the organisation, names of office bearers and postal addresses and occupations of persons holding such offices for the 2003 year are contained in Attachment A.
5. The street address of the National Office of the organisation and each Branch office of the organisation for the 2003 calendar year are contained in Attachment B.
6. Collegiate elections were held on 15 April 2002 for the positions of President, Vice President, Secretary and Treasurer.

AND I make this solemn declaration by virtue of the Statutory Declarations Act 1959 as amended and subject to the penalties provided by the Act for the making of false statements in Statutory Declarations, conscientiously believing the statement contained in this declaration to be true in every particular.

DECLARED at *Melb*)
 in the State of Victoria)
 this *27* day of *Mar*)
 Two thousand and three.)

Robert William Peck

 ROBERT WILLIAM PECK

BEFORE ME:

Brent Goodall

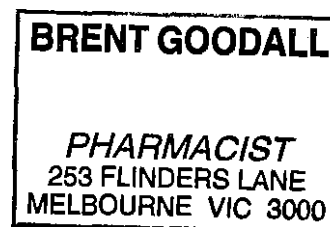
BRENT GOODALL
 PHARMACIST
 253 FLINDERS LANE
 MELBOURNE VIC 3000

ATTACHMENT A

NATIONAL OFFICE	Telephone	Fax No
Association of Consulting Architects – Australia 10/267 Collins Street Melbourne Vic 3000	03 9650 8577	03 9650 8577
PRESIDENT Mr Robert Peck Robert Peck von Hartel Trethowan 267 Collins Street Melbourne VIC 3000	03 9934 7333	03 9934 7300
VICE PRESIDENT Mr Richard McEwen Architectus Sydney Pty Ltd 41 McLaren Street North Sydney NSW 2060	02 9929 0522	02 9959 5765
SECRETARY Mr Keith Neighbour [REDACTED]	08 0338 6674	08 8338 6674
TREASURER Mr Warren Jones The Buchan Group 486 Murray Street Perth WA 6000	08 9211 9898	08 9211 9899
COMMITTEE Mr Ross Tonkin Ross Tonkin & Associates GPO Box 4006 Darwin NT 0801	08 8941 0982	08 8941 0414
Mr Christopher Bullard Architects Workshop [REDACTED]	03 6223 7311	06 6223 8042
Mr Ron Burgess Peddle Thorp Architects GPO Box 221 Brisbane QLD 4001	07 3221 6249	07 3221 1306

This is the Attachment marked "A" referred to in the Statutory Declaration of Robert William Peck made this 27 day of March 2003.

Before me:



ATTACHMENT B

FEDERAL AND BRANCH OFFICES ARE LOCATED AT THE OFFICES LISTED BELOW:

		Postal Address		
2003				
FEDERAL	10/267 Collins Street Melbourne Vic 3000 Ph & Fax 03 9650 8577	Box 17 Flinders Lane Post Office Melbourne Vic 8009		
			Telephone	Fax
NSW	P O Box 52 Thornleigh NSW 2120		02 9460 1299	02 9460 1856
VIC	11 High Street North Melbourne Vic 3051		03 9329 2611	03 9328 1691
SA	100 Flinders Street Adelaide SA 5000		08 8338 6674	08 8338 6674
TAS	167 York Street Launceston TAS 7250		03 6331 5870	03 6331 1646
WA	486 Murray Street Perth WA 6000		08 9211 9898	08 9211 9899
NT	Unit 2, 9 Charlton Court Stuart Park NT		08 8941 8262	08 8941 3907
QLD	Level 29, AMP Place 10 Eagle Street Brisbane Qld 4000		07 3221 6249	07 3221 1306

This is the Attachment marked "B" referred to in the Statutory Declaration of Robert William Peck made this 27 day of March 2003.

Before me:

BRENT GOODALL
[Signature]
PHARMACIST
258 FLINDERS LANE
MELBOURNE VIC 3000



AUSTRALIAN INDUSTRIAL REGISTRY

Level 36, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7822
Fax: (03) 9654 6672

Ms Michelle Eades
Executive Officer
Association of Consulting Architects Australia
Box 17
Flinders Lane Post Office
MELBOURNE VIC 8009

Dear Ms Eades

**RE: Association of Consulting Architects Australia
Annual Return of information contained in records kept by
organisation and branches**

I have received your letter of 31 March 2003 and statutory declarations declared by the following persons on the dates listed below, together with Annexures providing information in accordance with subsection 268(3) of the *Workplace Relations Act 1996* (the Act).

The relevant reference numbers are as follows:

Robert William Peck	Victorian Branch	27 March 2003	AR2003/117
David Bridgman	Notthern Territory Branch	5 March 2003	AR2003/113
Graham Elliot Hardy	South Australian Branch	24 March 2003	AR2003/115
Ronald Burgess	Queensland Branch	4 March 2003	AR2003/114

The documents lodged cover the following information for the 2003 Annual Return:

- certification in respect of the register of members of the organisation and branches
- certification in respect of the offices of the organisation and branches, and of the persons holding those offices
- list of branches
- address of the offices of the organisation and each branch
- information regarding elections for the year commencing 1 April 2003.

Federal office

AR2003/111

I note that collegiate elections were held on 15 April 2002 for the positions of President, Vice President, Secretary and Treasurer. I would, however, be pleased to receive information as to anticipated elections for the period from 1 April 2003 to 31 March 2004.

Western Australia

AR2003/118

I would be pleased to receive notification of the street address of the branch.

Tasmanian Branch

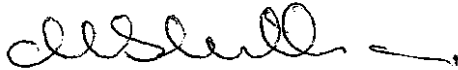
AR2003/116

I acknowledge receipt of annual return filed on 13 March 2003.

I look forward to receiving the requested information at your earliest convenience.

I note that ACA - New South Wales branch has yet to file its annual return and I look forward to receiving that as soon as it's available.

Yours sincerely



Margaret Williams
Statutory Services Branch

9 April 2003