



20 June 2014

Mr Thomas Harrington McGuire
President
Australian Hotels Association-Queensland Hotels Association

By email: info@qha.org.au

Dear Mr McGuire,

Annual Return of Information for 2014 [AR2014/157]

I acknowledge receipt on 20 March 2014 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2014 Annual Return of Information of the Australian Hotels Association-Queensland Hotels Association.

The document can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Yours sincerely

Michael Moutevelis
Regulatory Compliance Branch

MOUTEVELIS, Michael

From: Justin O'Connor [JOConnor@qha.org.au]
Sent: Thursday, 20 March 2014 7:00 PM
To: Orgs
Subject: Annual return of information for 2013 - Australian Hotels Association (Queensland Branch) - AR 2014/157

Dear Sir or Madam

Attached please find the Annual Return of Information for 2013 for the Australian Hotels Association (Queensland Branch) in accordance with the requirements of *the Fair Work (RO) Act* 2009.

Please feel free to direct any questions to the undersigned.

Sincerely

Justin O'Connor
Chief Executive
QUEENSLAND HOTELS ASSOCIATION



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p: 07 3221 6999
m: 0419 420 300
f: 07 3221 6649
e: joconnor@qha.org.au
w: www.qha.org.au

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20 March 2014

QUEENSLAND HOTELS ASSOCIATION

Mr Robert Pfeiffer
Regulatory Compliance Branch
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

E: orgs@fwc.gov.au

Dear Mr Pfeiffer

Re: Annual Return of Information for 2013
Australian Hotels Association (Queensland Branch)
Ref: AR 2014/157)

Please find attached the required information in accordance with the relevant Schedules of the *Fair Work (Registered Organisations) Act 2009*.

Please be advised that Branch elections are currently underway, with nominations for Divisional level officers closing on 13 February 2014, with subsequent elections to follow as coordinated by the Australian Electoral Commission.

Yours faithfully



Justin O'Connor
Chief Executive

Enc:

DECLARATION

I, Thomas Harrington McGuire

of the [REDACTED] d

Do solemnly and sincerely declare that:

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*:

1. The Australian Hotels Association (Queensland Branch) has kept and maintained a register of members for the calendar year 2013 as required by subsections 230(1)(a) and 230(2) [s233(1)(a)];

2. The name of the branch of the organisation is the Australian Hotels Association (Queensland Branch), abbreviated to AHA (Qld Branch). There are no other branches or branch names;

3. No new branches commenced operation in the previous 12 months, and no branch ceased operations in the previous 12 months;

4. The number of financial (hotel) members of the Association as at 31 December 2013 was 850.

5. The Branch details are:

Postal address:
GPO Box 343
BRISBANE QLD 4000

Physical address:
Level 14, 270 Adelaide Street
BRISBANE QLD 4000

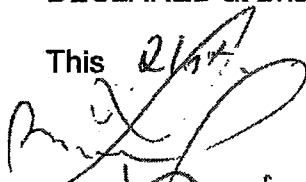
6. The offices and names and addresses of office holders are set out in Annex A.

7. The elections scheduled to be held in 2014 are:

- Elections for Divisional Management Committees;
- Elections for Zone General Committees;
- Elections for all positions on the State Board of the Association;
- Elections for five delegates to the National Board of the Australian Hotels Association (AHA); and
- Elections for one delegate to the AHA National Accommodation Division.

DECLARED at Brisbane

This 21st day of March 2014


T.H. McGUIRE
President

**OFFICES AND OFFICE HOLDERS OF THE AUSTRALIAN HOTELS
ASSOCIATION (QUEENSLAND BRANCH) AS AT 31 DECEMBER 2013**

Title of Office	Name of Officer	Postal Address	Occupation
President	Thomas Harrington McGuire	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller
Senior Vice President	Michael Henry White	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller
Vice President	John Paine	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller
Vice President President (AHA Qld) Accommodation Division	James Ferguson	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller
Secretary/Treasurer	Vacant	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	
Trustee	William Cordwell	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller
Trustee	Alfred Zeller	C/- AHA (Qld Branch) GPO Box 343 BRISBANE QLD 4001	Hoteller



17 March 2014

Mr Thomas McGuire
President

Australian Hotels Association-Queensland Hotels Association

Sent by email: info@qha.org.au

Dear Mr McGuire

**Australian Hotels Association-Queensland Hotels Association
Annual Return of Information for 2014 [AR2014/157]**

I refer to our letter dated 18 February 2014 reminding you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**. While the branch has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return for 2014 in the last few days.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the FWC') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website at www.fwc.gov.au— under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in declarations, you may wish to list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically e.g. as pdf files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the 'RO Act'), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the 'RO Regulations').

A copy of each of the following records must be lodged with the Fair Work Commission ('The Commission') between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	A declaration by the Secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss.230(1)(a) and (2) [s.233(1)(a)] Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act, - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with The Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].



18 February 2014

Mr Thomas McGuire
President
Australian Hotels Association - Queensland Hotels Association

Sent by email: info@qha.org.au

Dear Mr McGuire

**Australian Hotels Association - Queensland Hotels Association
Annual Return of Information for 2014 [AR2014/157]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the Commission') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on the Commission's website at www.fwc.gov.au— under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in the declarations, you may wish to list their official mailing address rather than personal home address.

The Commission encourages you to lodge all returns electronically e.g. as pdf or tif files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention), see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

Should you seek any clarification in relation to the above, please contact Mr Robert Pfeiffer on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely

Ingrid Fraser
Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

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