



## Group Membership/Invoice

**Becoming a member is easy. All you need to do is follow three easy steps.**

1. Read the TCOGA Membership Handbook
2. Fill out the Membership Application Form (return by email/mail to address above)
3. Pay your membership fees (see below)

### Group Membership Application Form

Name of Organisation \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Contact Person \_\_\_\_\_

Email \_\_\_\_\_

Name of Teacher/Leader/s supervising in the gardens

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of volunteers/students coming with Teacher/Leaders. \_\_\_\_\_

I understand that my contact information will be used by the TCOGA committee to keep me informed about the TCOGA activities and to send membership renewals and newsletters.



## Members' Code of Conduct

As a condition of membership, members are asked to abide by the following Code of Conduct.

### Respect for Others

Members are to respect the rights, dignity and worth of other gardeners and visitors regardless of their culture, age, abilities, gender, religion, or cultural background.

### Behaviour

All members are to behave with integrity in their dealings with others. Inappropriate behaviour will not be tolerated. This includes:

- Swearing or yelling.
- Sexually suggestive comments / jokes.
- Racist comments / jokes.
- Using Derogatory language or making insensitive comments.
- Violent or aggressive behaviour
- Bullying, Harassing, Humiliating, or Intimidating others.

Disciplinary action, suspension or termination of membership may result from repeated inappropriate behaviour. Wherever possible, disagreements between members should be settled between themselves calmly and amicably. If this is not possible the TCOGA conflict resolution and grievance procedures should be followed.

### General

- Members must be committed to and comply with the general gardening principles and all operational requirements as set out in the TCOGA membership handbook.
- TCOGA values the time and input of its volunteer members. It is an expectation that all members will spend time helping with the maintenance of communal areas and/or by participating in working bees and/or fund-raising activities.
- Members are asked to carry out their responsibilities to the best of their abilities according to their role requirements. As gardening is a continuous life learning activity, members should be flexible and open to new ideas and actively seek to learn from others.
- Gardeners should not knowingly introduce weedy, prohibited, or diseased plants to the garden.
- Garden plots and their boundaries must be kept free of weeds and grass.
- All activities within the garden must be conducted in a safe manner. Pathways and access routes should be kept clear to ensure there are no physical barriers to participation.



## Group Membership Cost \$30 (Carers assisting free)

Group Member – are professionals who have training and skills to supervise or guide volunteers and members to work in the gardens when ordinary members may not be able to dedicate sufficient time or skills to help.

Carer Member – for parents, unpaid carers or guardians that help their dependant ordinary members to participate in garden activities more fully.

- [Insert Organisation] students, teachers, and other participants are covered by [insert organisation insurance information] which has been provided.
- [Insert Organisation] understands that the Teachers'/Leaders who accompany students/clients to the gardening session have full responsibility for the students/client and the program delivered whilst at the gardens.

*[Insert Organisation] agrees to all points outlined above and are aware of the sustainable organic philosophy of the gardens. They have read the members handbook and agree to abide by the practices outlined in the Membership handbook and outlined in the Members' Code of Conduct and information outlined above.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Payments Details

Bank Name	Heritage Bank
Account Name	Toowoomba Community Organic Garden Association
BSB:	638070
Account Number	9899871
Reference	

## Electronic Transfer

To the Heritage Bank through your own bank's website, or you can go into your bank, and they will assist you in making the payment. Make sure you take these details with you.

Be sure to insert your name and organisation so we can clearly identify who has paid. Please email Treasurer [tcoga.treasurer@gmail.com](mailto:tcoga.treasurer@gmail.com) to advise that payment has been made.