

BY LAWS

CONSTITUTION OF ARSENAL (SINGAPORE) CLUB1. NAME

This Society shall be known as the "Arsenal (Singapore) Club" hereinafter referred to as the "Society"

2. PLACES OF BUSSINESS

Its place of business shall be at "No. 60 Bayshore Road, #12-08 Jade Tower, Singapore 469982", or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies. The Society shall carry out its activities only places and premises, which have the prior written approval from the relevant authorities, where necessary.

3. OBJECTS

- 3.1. A fan club to promote social harmony amongst all Arsenal Football Club, UK supporters in Singapore and to encourage the supporters to join the Society;
- 3.2. The Society shall be a non-profit organization and any money shall be used for general purposes, benevolence and growth.
- 3.3. To do such other things as are incidental to the attainment of the above objects or any of them provided that nothing shall be done for commercial reasons or solely for profits, an in particular the Society may purchases, take on lease or otherwise however acquire any right title or interest in lands houses and immovable properties off any description of tenure whatsoever for the purpose of the Society; and
- 3.4. Borrow or raise money with or without security and upon such terms as may seem expedient or by mortgage charges or promissory notes and for such purposes to charge all or any part of the undertaking, properties and assets of the Society; and
- 3.5. Sell or dispose of the undertaking properties and assets of the Society or any part thereof at such time and in such manner and for such consideration as may be thought fit for thee purpose of the society.

4. MEMBERSHIP QUALIFICATION AND RIGHTS

- 4.1. Membership is open to all those who are supporters of Arsenal Football Club regardless of race, nationality, sex or age.
- 4.2. Ordinary Membership shall be open to members who are 21 years of age and above and residing in Singapore. All Ordinary Members shall have the right to vote and to hold office in the Society upon approval of membership by the Committee.
- 4.3. Associate Membership shall be open to all members residing in Singapore or overseas. All Associate Members shall have no voting rights and shall not be eligible to hold office in the Society.
- 4.4. Junior Membership shall be open to members who are below 18 years of age. All Junior Members shall have no voting rights and shall not be eligible to hold office in the Society.
- 4.5. Persons who are below 18 years of age shall not be accepted as members without the written consent of their parent or guardian.

5. APPLICATION FOR MEMBERSHIP

- 5.1. A person wishing to join the Society should submit his particulars to the Secretary on the application form prescribed by the Committee from time to time. A new member must be proposed and seconded by existing members. His name will then be posted on the notice board in the Society premises for one week at the end of which time the Committee will decide on membership, taking into consideration any objection raised.
- 5.2. A copy of the Constitution shall be furnished to every approved member upon payment of the subscription fee.

6. ENTRANCE FEES, SUBSCRIPTIONS AND OTHER DUES

- 6.1. The entrance fees and subscription shall be determined by the General Meeting on recommendation from the Committee from time to time.
- 6.2. Annual subscriptions are payable in advance within the first month of the July. If a member falls into arrears with his subscription or other dues, the Treasurer shall inform him immediately. If he fails to settle his arrears within eight (8) weeks of their becoming due, the President may order that his name be posted on the Society's notice board and that he be denied the privileges of membership until he settles his account. If he falls into arrears for more than 3 months, he will automatically cease to be a member and the committee may take legal action against him or her provided that they are satisfied that he or her has received due notice of his or her debts.

- 6.3. Any additional fund required for special purpose may only be raised from members with the consent of the General Meeting of the members.

7. SUPREME AUTHORITY AND GENERAL MEETINGS

- 7.1. The supreme authority of the Society is vested in a general meeting of the members presided over by the President.
- 7.2. An Annual General Meeting shall be held in August.
- 7.3. At other times, an Extraordinary General Meeting must be called by the President on the request in writing of not less than 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, and may be called at anytime by order of the Committee. The notice in writing shall be given to the Secretary setting forth the business that is to be transacted. The Extraordinary General Meeting shall be convened within two (2) months from receiving this request to convene the Extraordinary General Meeting.
- 7.4. If the Committee does not within two months after the date of the receipt of the written request proceed to convene an Extraordinary General Meeting the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving ten (10) days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the society's notice board.
- 7.5. At least two (2) week's notice shall be given of an Annual General Meeting and at least ten (10) days' notice of an Extraordinary General Meeting. Notice of meeting stating the date, time and place of meeting shall be sent by the Secretary to all voting members. The particulars of the agenda shall be posted on the Society's notice board four (4) days in advance of the meeting.
- 7.6. Unless otherwise stated in this Constitution, voting by proxy shall not be allowed at all General Meeting.
- 7.7. The following points will be considered at the Annual General Meeting:
 - a) The previous financial year's accounts and annual report of the Committee;
 - b) Where applicable, the election of the office-bearers and Honorary Auditors for the following term
- 7.8. Any member who wishes to place an item on the agenda of a general meeting may do so provided he gives notice to the Secretary one (1) week before the meeting is due to be held.

- 7.9. At least twenty-five percent (25%) of the total voting membership or thirty (30) voting members, whichever is lesser, present at a General Meeting shall form a quorum. Proxies shall not be constituted as part of the quorum.
- 7.10. In the event of there being no quorum at the commencement of a general meeting, the meeting shall be adjourned for half an hour and should the number then present be insufficient to form a quorum, those present shall be considered a quorum but they shall have no power to amend any of the exiting Rules.

8. MANAGEMENT AND COMMITTEE

- 8.1. The administration of the Society shall be entrusted to a Committee consisting of the following to be elected at each alternate Annual General Meeting:
 - a) A President
 - b) Vice President
 - c) A Secretary
 - d) An Assistant Secretary
 - e) A Treasurer
 - f) An Assistant Treasurer
 - g) Five (5) Ordinary Committee Members.
- 8.2. Names for the above offices shall be proposed and seconded at the Annual General Meeting and election will follow on a simple majority vote of the members. All office-bearers except the Treasurer and Assistant Treasurer, may be re-elected to the same or related post for a consecutive term of office. The term of the office of the Committee is two (2) years.
- 8.3. Election will be either by show of hands or, subject to the agreement of the majority of the voting members present, by secret ballots. In the event of a tie, the Chairman of the meeting shall have a casting vote.
- 8.4. A committee meeting shall be held at least once every three (3) months after giving seven (7) days, notice to the committee Members. The President may call a Committee meeting at any time by giving five (5) days notice. At least half of the Committee Members must be present for its proceedings to be valid.

- 8.5. Any member of the Committee absenting himself from three (3) meetings consecutively without satisfactory explanations shall be deemed to have withdrawn from the Committee and a successor may be co-opted by the Committee to serve until the next Annual General Meeting. Any change in the Committee shall be notified to the Registrar of Societies within two (2) weeks of the change.
- 8.6. The duty of the Committee is to organize and supervise the daily activities of the Society. The Committee may not act contrary to the expressed wishes of the general meeting without prior reference to it and always remains subordinate to the general meetings.
- 8.7. The Committee has power to authorize the expenditure of a sum not exceeding \$3,000.00 per month from the Society's fund for the Society's purposes.

9. DUTIES OF OFFICE-BEARERS

- 9.1. The President shall act as Chairman at all general and Committee meetings. He shall also represent the Society in its dealings with outside persons.
- 9.2. The Vice President shall deputise for him in his absence.
- 9.3. The Secretary shall keep all records, except financial, of the Society and shall be responsible for their correctness. He will keep minutes of all general and Committee meetings. He shall maintain an up-to-date Register of Members at all times.
- 9.4. The Assistant Secretary shall assist the Secretary and deputise for him in his absence.
- 9.5. The Treasurer shall keep all funds and collect and disburse all moneys on behalf of the Society and shall keep an account of all monetary transactions and shall be responsible for their correctness. He is authorized to expend up to \$500.00 per month for petty expenses on behalf of the Society. He will not keep more than \$500.00 in the form of cash and money in excess of this to be deposited in a bank to be named by the Committee. Cheques, etc for withdrawals from the bank will be signed by the Treasurer and either the President or Vice President or the Secretary.
- 9.6. The Assistant Treasurer shall assist the Treasurer and deputise for him in his absence.
- 9.7. Ordinary Committee Members shall assist in the general administration of the Society and perform duties assigned by the Committee from time to time.

10. AUDIT AND FINANCIAL YEAR

- 10.1. Two voting members, not being members of the Committee, shall be elected as Honorary Auditors at each alternate Annual General Meeting and will hold office for a term of two (2) years only and shall not be re-elected for a consecutive term.
- 10.2. They:
- a) Will be required to audit each year's accounts and present a report upon them to the Annual General Meeting;
 - b) May be required by the President to audit the Society's accounts for any period within their tenure of office at any date and make a report to the Committee.
- 10.3. The financial year shall be from 1st June to the 31st May.

11. TRUSTEES

- 11.1. If the Society at any time acquires any immovable property, such property shall be vested in trust subject to a declaration of trust.
- 11.2. The trustees of the Society shall;
- a) Not be more than four and not less than two in number;
 - b) Be elected by a General Meeting of members;
 - c) Not affect any sale or mortgage of property without the prior approval of the General Meeting of member;
- 11.3. The office of the trustees shall be vacated:
- a) If the trustee dies or becomes a lunatic or of unsound mind;
 - b) If he is absent from the Republic of Singapore for a period of more than six (6) months;
 - c) If he is guilty of misconduct of such a kind as to render it undesirable that he continues as a trustee.
 - d) If he submits notice of resignation from his trusteeship.
- 11.4. Notice of any proposal to remove a trustee from his trusteeship or to appoint a new trustee to fill a vacancy must be given by posting it on the notice board in the Society's premises at least two (2) weeks before the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies.

12. VISITORS AND GUEST

- 12.1. Visitors and guest may be admitted into the premises of the Society but they shall not be admitted to the privileges of the Society nor shall they be admitted into the premises more than six (6) times in a calendar year. These visits are to be confined to not more than once in fourteen (14) days.
- 12.2. A visitors' Book shall be kept, in which shall be entered the names of all visitors and guests, together with the names and signatures of the members nominating them and the dates of their visits. No person shall be a visitor or guest till his name has been entered in this book.

13. PROHIBITIONS

- 13.1. Gambling of any kind, whether for stakes or not, is forbidden on the Society's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited;
- 13.2. The funds of the Society shall not be used to pay the fines of members who have been convicted in Court;
- 13.3. The Society shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore;
- 13.4. The Society shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement with its members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount, allowance or rebate relating to any goods or services which adversely affect consumer interests;
- 13.5. The Society shall not indulge in any political activity or allow its funds and/premises to be used for political purposes;
- 13.6. The Society shall not hold any lottery, whether confined to its members or not, in the name of the Society or its office-bearers, Committee or members unless with the prior approval of the relevant authorities;
- 13.7. The Society shall not raise funds from the public for whatever purposes without the prior approval in writing of the Head Licensing Division, Singapore Police Force and other relevant authorities.

14. AMENDMENTS TO RULES

- 14.1. No alteration or addition/deletion to these rules be made except at a General Meeting and with the consent of ninety percent (90%) of the voting members present at the General Meeting and they shall not come into force without the prior sanction of the Registrar of Societies.

15. INTERPRETATION

- 15.1. In the event of any question or matter pertaining to day-to-day administration, which is not expressly provided for in the rules, the Committee shall have power to use their own discretion. The decision of the Committee shall be final unless it is reversed at a General Meeting of members.

16. DISPUTES

- 16.1. In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with the rules in the constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.

17. DISSOLUTION

- 17.1. The Society shall not be dissolved, except with the consent of not less than ninety percent (90%) of the total voting membership of the Society for the time being resident in Singapore expressed, either in person or by proxy, at a General Meeting convened for the purpose;
- 17.2. In the event of the Society being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Society shall be fully discharged, and the remaining funds will be disposed of in such manner as the General Meeting of members may determine or donated to an approved charity or charities in Singapore.
- 17.3. A certificate of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies.