



**DICKY BEACH SLSC SHOW CAUSE - JUDICARY HEARING  
TEMPLATE No. 003**

<Insert Date>

<Insert Full Name of Concerned Person>

<Insert Full Address>

<Insert Suburb QLD...Post Code>

Dear <Insert Name>

You are hereby notified that a meeting of the Judiciary Committee of this Club will be held at <Insert Location e.g. Board Room of the Dicky Beach Surf Club> at <Insert Time> on <Insert Date> to enquire into the following matter, referred to the Committee by the Club Council/Board.

<Insert here the background of the matter to be heard – it needs to provide the concerned person with enough information as to what the judiciary will be examining>

You are required to be <(present)(represented)> at that time and place together with such witnesses as you may desire to call.

<Insert full name of appointed investigator> has been appointed as an independent investigator pursuant to the Club Constitution to make all relevant enquires and to appear to assist the Committee at the hearing). – <This is Optional>

The Judiciary Committee Secretary will, upon receipt of your request in writing, at least five days before the day appointed for the investigation, identify any names and addresses of members of the Association who you desire to call as witnesses. These witnesses will be required to be present for the investigation or hearing.

If the time and place appointed are not suitable to you, you may apply for an adjournment by application in writing. The request for adjournment is to be in my hands at least three days before the date appointed for this hearing/investigation. In any event, you are required to advise the committee of your intention to attend or not to attend as the case may be, three days before the hearing is due to commence.

I must advise you that you are not entitled to legal representation as of right, but you may apply at the commencement of the enquiry for such representation, and the Committee may grant or refuse such application as it seems fit. Any legal representation is at your own costs and will not be borne by the Club. The same provisions shall apply where representation other than legal representation is required.

Yours sincerely

<Insert Name>

Secretary Judiciary Committee