



Skin Cancer New Zealand Incorporated

Nomination Form for Election to the Inaugural Executive Committee

August 2025 | NZBN: 2554561

1. NOMINEE DETAILS

Full legal name:

Organisation:

Role:

Email address:

Phone number:

Street address:

Date of birth:

2. CURRICULUM VITAE (maximum 250 words)

Please provide a brief summary of your professional background and experience. This summary will be circulated to all members. You may also attach a full CV in addition if you wish.

3. VISION STATEMENT (maximum 200 words)

Please outline your vision for Skin Cancer New Zealand and the contribution you hope to make as a member of the Executive Committee. This will be circulated to all members.

4. CONFLICTS OF INTEREST

Please disclose any actual, potential, or perceived conflicts of interest. If none, write "None".

5. DECLARATIONS AND CONSENT

By signing this form, I declare that:

- ☐ All the information provided in this nomination form is complete, true and correct, and that I have disclosed any matters relevant to my eligibility to serve as an Officer, including any actual, potential, or perceived conflicts of interest.
- ☐ I am not disqualified from being elected or appointed as an Officer under the Incorporated Societies Act 2022 or the Charities Act 2005.
- ☐ If successful in this election, I consent to serving as an Officer of Skin Cancer New Zealand Incorporated and to the details I have included on this form being recorded in the Incorporated Societies Register.
- ☐ If elected, I understand that I will serve a term of either one- or two-years, as agreed by the elected Executive at its first meeting.

Signed:

Date:

6. SUPPORTING MEMBERS

This nomination must be supported by two current members of Skin Cancer New Zealand Incorporated.

Supporter 1

Name:

Signature:

Date:

Supporter 2

Name:

Signature:

Date:

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Nominee is a current member: ☐ Yes ☐ No
Supporter 1 is a current member: ☐ Yes ☐ No
Supporter 2 is a current member: ☐ Yes ☐ No
Eligibility under Act confirmed: ☐ Yes ☐ No

Notes:

Nomination form complete: ☐ Yes ☐ No
Conflicts of interest reviewed: ☐ Yes ☐ No
Included in ballot: ☐ Yes ☐ No
Election outcome:

NOTES TO THE NOMINATION FORM

1. Please send the completed nomination form to:

Katrina Patterson
Chief Executive
melnet@melnet.org.nz

2. Nominations must be received before **5.00 pm Sunday 14 September 2025**.
Nominations received after this time will not be accepted.
3. Both the nominee and supporting members must be current members of Skin Cancer New Zealand at the time of nomination.

4. **Nominee details**

The details provided in Section 1 of this form will only be visible to, and used by, the Election Coordinator and Nominations Advisor of Skin Cancer New Zealand Incorporated during the election process. If you are successful in election, these details will be added to the Incorporated Societies Register for Skin Cancer New Zealand Incorporated but contact details will not be displayed publicly.

5. **Eligibility criteria (Incorporated Societies Act 2022, section 47)**

To be eligible for election as an officer, you must:

- Be at least 16 years of age.
- Be a natural person (not a company or trust).
- Be a current member of Skin Cancer New Zealand Incorporated.
- Not be an undischarged bankrupt.
- Not be prohibited from being a director, promoter, or involved in the management of a body under the Companies Act 1993, Financial Markets Conduct Act 2013, or Takeovers Act 1993.
- Not be disqualified from being an officer of a charitable entity under section 31(4)(b) of the Charities Act 2005.
- Not have been convicted and sentenced within the past 7 years (in New Zealand or overseas) for:
 - an offence under subpart 6 of Part 4 of the Incorporated Societies Act 2022
 - a crime involving dishonesty
 - an offence under section 143B of the Tax Administration Act 1994
 - offences relating to money laundering or terrorism financing
- Not be subject to certain banning, property, or forfeiture orders in New Zealand or overseas.

6. **Definition of Officer**

Under the Incorporated Societies Act 2022, Officers are people who hold primary responsibility for managing the affairs of a society. In Skin Cancer New Zealand Incorporated, members elected to the Executive are Officers. Officers have legal duties, including acting in good faith, in the best interests of the society, and in compliance with the law.

7. **Consent**

By signing this nomination form you confirm that the information provided is true, complete, and correct, that you have disclosed any matters relevant to your eligibility (including conflicts of interest), and that if elected, you consent to serving as an Officer of Skin Cancer New Zealand Incorporated and to your details being recorded in the Incorporated Societies Register.

8. **Term of Office**

Under the Constitution for Skin Cancer New Zealand Incorporated, members elected at the inaugural election will serve either a one- or two-year term, as agreed by the elected Executive at its first meeting. All Executive members elected thereafter will serve a two-year term.