

**THE ROYAL NEW ZEALAND  
SOCIETY FOR THE PREVENTION  
OF CRUELTY TO ANIMALS  
INCORPORATED  
("SPCA")**

**BRANCH RULES**

Revised and Adopted at the Annual General Meeting  
on 17 June 2017

**Commencement Date: 2017**

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**THE ROYAL NEW ZEALAND SOCIETY  
FOR THE PREVENTION OF CRUELTY TO ANIMALS INCORPORATED**

**BRANCH RULES**

These Branch Rules apply to all Branches of RNZSPCA.

**1. Name**

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- 1.1 The name of the Branch shall be **THE [insert name] BRANCH OF THE ROYAL NEW ZEALAND SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS INCORPORATED.**

**2. Registered Office**

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- 2.1 The registered office of the Branch shall be at a place determined by the Branch Committee.

**3. Objects**

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- 3.1 The Objects of the Branch are to:

- a. carry out the Objects in the Branch district;
- b. prevent cruelty to animals by:
  - i. encouraging and sustaining an intelligent public opinion regarding man's duty to animals;
  - ii. enforcing where practicable the laws which exist for animals' protection;
  - iii. promoting further legislation where appropriate;
  - iv. any other ways and means as the RNZSPCA may deem appropriate.
- c. generally do in the Branch district all such acts and things as shall or may be for the benefit of the Branch or the RNZSPCA or in the interest of animals and their welfare.

#### 4. Powers

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- 4.1 The Branch shall generally manage its own affairs and be solely responsible for its debts and liabilities. The Branch shall not pledge the credit of the RNZSPCA or any other Branch. The management and control of the affairs of the Branch shall be vested in a Branch Committee. The Branch Committee may exercise all powers and do all acts which may be exercised or done by the Branch, other than those expressly directed or required to be exercised or done at a General Meeting of the Branch or by the RNZSPCA Board or at a General Meeting of RNZSPCA. Without prejudice to the general powers of the Branch, the Branch Committee shall be entrusted with and may exercise and perform all or any of the following powers and duties:
- a. purchase or acquire for the Branch any real or personal property or any rights or privileges for any consideration or price and upon terms and conditions as it thinks fit;
  - b. give and execute mortgages over real or personal property purchased or acquired for any consideration or price and upon such terms and conditions as it thinks fit;
  - c. purchase, construct, alter and maintain buildings fences, machinery and other works as it may consider necessary for the use of the Branch and to lease, to take as tenant or accept leases or tenancies of any land or tenements and to purchase, sell, lease or let lands or any interest therein for such consideration or term and rental as it thinks fit;
  - d. borrow or raise money through:
    - i. mortgage of the real or personal property of the Branch; or
    - ii. debentures or mortgage debentures of the Branch and to issue such debentures; or
    - iii. a loan from a bank or other persons with or without security;
  - e. invest the funds of the Branch in securities for the time being authorised by law for the investment of trust funds in New Zealand and from time to time vary such investments;
  - f. sell, gift, or otherwise transfer any property of the Branch on such terms as it considers appropriate;
  - g. hold and conduct or join with others in holding or conducting social functions, competitions, games of chance and entertainment;
  - h. enter into all negotiations, contracts and agreements in the name and on behalf of the Branch as it may consider appropriate for its purposes, provided that such negotiations, contracts and agreements are not in conflict with its Objects;
  - i. make provision for the signing and endorsing of cheques, other negotiable instruments or electronic transactions on behalf of the Branch and open bank accounts as it thinks fit;
  - j. receive and give receipts and issue discharges for all gifts, legacies, bequests or other monies, and execute any trusts created for any of the Objects of the Branch;

- k. exercise all rights, powers and duties which under these Rules are required to be performed by the Branch;
- l. engage, control and dismiss the Branch's employees and paid officials and exercise all such administrative power as may be necessary to effect its purpose;
- m. establish a Junior League, and provide for junior membership of the Branch Junior League for persons under the age of 16 years provided that junior members do not assume any of the rights and privileges of Branch Members until they have reached the age of 16 years and have become Branch Members;
- n. do all other things as in the opinion of the Branch Committee may be incidental or conducive to the attainment of any of the Objects or the exercise of the powers, subject to these Rules and the RNZSPCA Constitution.

## 5. Membership

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5.1 The membership of the Branch shall consist of the following:

- a. Annual members who shall consist of persons over the age of 16 years accepted by the Branch Committee as Annual Members;
- b. Associate Members who shall consist of persons over the age of 60 years and students over the age of 16 years accepted by the Branch Committee as Associate Members;
- c. Corporate Members who shall consist of limited companies or incorporated bodies accepted by the Branch Committee as Corporate Members
- d. Life Members who shall consist of persons accepted by the Branch Committee as Life Members;
- e. Family Members who shall consist of members of one family residing at the same address accepted by the Branch Committee as Family Members;
- f. Perpetual Members who shall consist of persons accepted by the Branch Committee as Perpetual Members;
- g. Honorary Life members who shall consist of persons who have been elected to Honorary Life Membership by a majority of members present and voting at an Annual General Meeting of the Branch. To be eligible for Honorary Life Membership a person must have:
  - i. shown a marked interest in and sympathy for the cause of animal welfare; and
  - ii. given substantial aid to the Branch and the furtherance of its Objects; or
  - iii. performed a conspicuous act of mercy to or on behalf of animals,

**provided that** every member of the Branch shall be deemed to be a member of the RNZSPCA and shall be liable to all the obligations of such membership.

5.2 Application for membership shall be in writing accompanied by the subscription for the class of membership applied for.

## **6. Membership Subscriptions**

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- 6.1 Each member of the Branch shall contribute to the funds of the Branch a subscription of no less than the sum prescribed for the class of membership:
- a. Annual Members: Five dollars (\$5.00) annually;
  - b. Associate Members: Two dollars (\$2.00) annually;
  - c. Corporate Members: Fifty dollars (\$50.00) annually;
  - d. Life Members: One hundred dollars (\$100.00);
  - e. Family Members: Eight dollars (\$8.00) annually;
  - f. Perpetual Members: Five thousand dollars (\$5,000.00) by way of gift inter vivos, endowment or by way of devise or bequest.
- 6.2 The subscriptions may be varied generally by the RNZSPCA in a General Meeting or, in the case of a particular Branch, by the RNZSPCA Board by Regulation.

## **7. Termination of Membership**

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- 7.1 Membership of the Branch shall be terminated if:
- a. a member resigns in writing. Such membership shall terminate as from the date of receipt of the notice by the Branch Secretary but shall be without prejudice to the obligation of the member to pay any subscription due;
  - b. a member is convicted of any offence under the Animal Welfare Act 1999;
  - c. for any reason the Branch Committee by a majority of its members present and voting at a committee meeting resolves that the membership of any member shall be terminated, that member shall be given one month's notice and shall be afforded the opportunity of being heard as to why his or her membership should not be terminated. Any member whose membership is terminated shall have the right of appeal to the RNZSPCA Board. The RNZSPCA Board's decision may be reviewed by the RNZSPCA in a General Meeting of RNZSPCA.
- 7.2 Membership of the Branch may be terminated if the subscription of the member is more than three months in arrears.

## **8. Membership Register**

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- 8.1 The Branch Secretary shall keep a Register of Members recording the names, addresses, occupations and membership status of all members. Such register shall be open to any member of the Branch at all reasonable times.

## 9. General Meetings and Voting

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- 9.1 The Branch shall, subject to audit, hold an Annual General Meeting of the Branch within three months after the end of each financial year. The Branch Committee shall determine such meeting's time and place. Notice of such meeting shall be given to the Branch Secretary and to the members entitled to vote at least fourteen days prior to the date of the meeting.
- 9.2 The business of the Annual General Meeting of the Branch shall be:
- a. consideration of the report of the Branch Committee and the annual accounts of the Branch for the previous year;
  - b. the election of officers and Branch Committee of the Branch;
  - c. to decide on any resolution submitted to the meeting where notice in writing has been lodged with the Branch Secretary at least 21 days before the date of the meeting;
  - d. general business **provided that** this shall not include any matter for which these Rules require prior notice to have been given.

The order of business may be varied by the Branch Chairperson with the consent of the meeting.

- 9.3 The Branch Committee may call a Special General Meeting of the Branch:
- a. whenever it thinks fit; or,
  - b. upon the written request by any three Branch Committee members; or
  - c. by the written request of members entitled to vote at General Meetings of the Branch; or
  - d. as required by RNZSPCA as set out in the Constitution or the Regulations.

Any request under Rule 9.3b or 9.3c shall state the object of the meeting proposed to be called and the business to be transacted. A written request of members shall be signed by five per cent or more of the members of the Branch entitled to vote at General Meetings of the Branch. A request shall be left at the registered office of the Branch.

No other business than that which is decided by the Branch Committee or required by RNZSPCA or as set out in a request shall be transacted or considered at any Special General Meeting of the Branch.

- 9.4 Upon receipt of a request under Rule 9.3b or 9.3c or either of the circumstances in Rule 9.3a or d applying, the Branch Committee shall call a Special General Meeting of the Branch as soon as practicable. If the Branch Committee fails to convene such Special General Meeting within 21 days, the requesters or a majority of them may convene such meeting within 45 days from the date of receipt of their request. Such meeting shall be held not later than three months from the date of receipt of the request and the Branch shall pay the cost of such meeting.

- 9.5 Any financial member over the age of 18 years who has been a member at least three months prior to any General Meeting of the Branch shall be entitled to vote at such General Meeting. A member who is employed by the Branch on salary or wages shall not be entitled to vote at any General Meeting of the Branch during the term of such employment without the written consent of the Branch Committee. A member shall be deemed to be financial on the day that their subscription has been accepted by the Branch.
- 9.6 Notice of any General Meeting of the Branch shall be given to members by advertisement in a newspaper circulating in the district of the Branch, and/or on the Branch's website, at least 14 days prior to the date of such meeting. In lieu of such advertisement the Branch Committee shall post or email written notice to each member entitled to vote. Such notice shall state the business to be transacted at such meeting.
- 9.7 Business shall not be transacted at any General Meeting of the Branch unless a quorum is present. Ten members shall form a quorum. If, within 15 minutes from the time appointed for the meeting a quorum is not present, the meeting shall be adjourned to a day which is not more than 14 days after the date the General Meeting of the Branch was originally scheduled. The members present at the adjourned meeting may transact any business as if they constitute a quorum.
- 9.8 The Branch Chairperson of the Branch Committee or, in his or her absence, the Branch Vice-Chairperson, shall preside at every General Meeting of the Branch. If neither the Branch Chairperson nor the Branch Vice-Chairperson is present at the time appointed for the holding of any General Meeting of the Branch or declines to take the chair, the members present shall choose someone among them to be Branch Chairperson of such meeting even if such Branch Chairperson selected is not a member entitled to vote.
- 9.9 The Branch Chairperson may, with the consent of the meeting, adjourn any General Meeting of the Branch. No business shall be transacted at any adjourned meeting other than the business left unfinished at the adjourned meeting.
- 9.10 Every motion submitted to any General Meeting of the Branch shall be decided:
- a. in the first instance on the voices; or
  - b. at the direction of the Branch Chairperson or on the request of any two members entitled to vote, on a show of hands.

In the case of equality of votes, the Branch Chairperson shall have a casting vote in addition to their vote as a member.

- 9.11 At any General Meeting of the Branch unless a poll is directed by the Branch Chairperson or demanded by at least three members entitled to vote, conclusive proof of the number or proportion of votes recorded in favour or against a resolution can be shown by:
- a. a declaration by the Branch Chairperson that a resolution has either been carried, lost, or not carried, by a particular majority; and
  - b. an entry to that effect in the Minute Book.

In the case of an equality of voting in a poll, the Branch Chairperson shall have a casting vote in addition to their vote as a member.



- 9.12 If a poll is directed it shall be taken in such manner and at such time as the Branch Chairperson of the meeting may direct, that is, either immediately or after an interval or adjournment or otherwise. However, any poll demanded on the election of a Branch Chairperson or on any question of adjournment must be taken at the meeting (without adjournment). The result of a poll shall be deemed to be a resolution of the meeting at which the poll was demanded.
- 9.13 The demand for a poll may be withdrawn at any time prior to the taking of the poll.
- 9.14 At any General Meeting of the Branch, if:
- a. the Branch Chairperson rules any resolution or proposed resolution to be out of order; or
  - b. the Branch Chairperson refuses to put such resolution for any other reason:

any member entitled to vote may move that the meeting disagrees with the Branch Chairperson's ruling or that the resolution be put. If the motion is seconded, the Branch Chairperson shall put it to the meeting and if it is carried he or she shall be bound to put the original motion or leave the chair. If the Branch Chairperson leaves the chair another Branch Chairperson shall be elected and shall immediately put to the meeting the motion previously overruled. Nothing in this Rule shall permit or allow any business to be transacted or considered at any General Meeting of the Branch other than the business permitted to be transacted by these Rules.

## **10. Inspection of Rules**

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- 10.1 A copy of these Rules shall be available at the registered office of the Branch for any Branch member entitled to vote at any time during ordinary business hours. A copy of these Rules shall be supplied to any member on payment of the cost of printing them.

## **11. Officers and Branch Committee**

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- 11.1 Subject to Rule 12.2f, the Branch Committee shall consist of a Branch Chairperson, Branch Vice-Chairperson, Branch Treasurer, Branch Secretary and Branch Committee members. Such membership shall be not more than twelve or less than six exclusive of any ex-officio members. The Branch Committee may continue to act notwithstanding any vacancy in its numbers provided they can form a quorum. At its first meeting after the Annual General Meeting of the Branch the Branch Committee shall elect a Branch Chairperson and Branch Vice-Chairperson from among them. Every member of the Branch Committee shall be entitled to vote on any matter. Any ex-officio member appointed to the Branch Committee shall not be entitled to vote on any matter concerning finance.

## **12. Retirement of Branch Committee Members**

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- 12.1 One third of the elected members of the Branch Committee shall retire from office at each Annual General Meeting of the Branch. Such elected members may be re-elected. The retiring members shall be those in office the longest since their last election. If more than one third of the Branch Committee have had an equal term of office the retiring members shall be decided by vote.

- 12.2 A member of the Branch Committee shall cease to be a member and a casual vacancy shall be created if:
- a. he or she ceases to be a member of the Branch;
  - b. he or she resigns from their office by notice in writing;
  - c. he or she absents themselves from three successive meetings or four meetings from the date of his or her last election, unless he or she first obtains leave of absence;
  - d. he or she becomes incapable of acting, in the opinion of the Branch Committee, by reason of illness;
  - e. his or her seat is declared vacant by a General Meeting of the Branch;
  - f. he or she is removed from office by the RNZSPCA Board in accordance with the RNZSPCA Constitution or the Branch is placed under the administration of RNZSPCA or another Branch or Member Society of RNZSPCA, in which case he or she will be deemed to have vacated their office;
  - g. he or she votes on any matter before the Branch Committee in which he or she has a financial interest whether directly or indirectly;
  - h. he or she or any company, business or firm in which the Branch Committee member has a financial interest (other than a listed public company) receives any payment from the Branch by way of grant, loan or mortgage, other than a payment for specific services to the Branch.

### **13. Eligibility for Election**

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- 13.1 Annual, Associate, Family and Life Members who are financial members of the Branch shall be entitled to be elected to the Branch Committee. A member employed by the Branch on wages or salary shall not be entitled to be elected to the Branch Committee during his or her employment or within two years following the termination of such employment without the written consent of the RNZSPCA Board. Nomination and election to the Branch Committee shall be in accordance with the Regulations (if any) prescribed by the RNZSPCA Board.

### **14. Meetings of the Branch Committee**

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- 14.1 The Branch Committee shall meet as the Branch Committee shall determine. Proper minutes of the proceedings shall be kept and be open to inspection at the registered office by any member of the Branch or representative of the RNZSPCA Board. A copy of the minutes of all meetings shall be forwarded to the RNZSPCA CEO on request.
- 14.2 The Branch Committee shall have the power to fill any casual vacancy which occurs in any office. A member elected to fill a casual vacancy shall be confirmed at the next Annual General Meeting of the Branch but otherwise shall complete the term of office of the member whom he or she replaced.
- 14.3 Meetings of the Branch Committee shall be convened by the Secretary as determined by the Branch Committee. Notice of the meeting shall be given to each member at least three days prior to the meeting. Special meetings shall be convened by the Branch Secretary as directed by the Branch Chairperson or by a request signed by three members of the Branch Committee stating the purpose for which the meeting is desired.

- 14.4 At each Annual General Meeting of the Branch the Branch Committee shall present a full report of its activities since the preceding Annual General Meeting of the Branch.
- 14.5 The Branch Committee may meet to do business, adjourn or otherwise regulate its meetings and proceedings as it requires. A quorum at any meeting of the Branch Committee shall be four.
- 14.6 Questions arising at any meeting of the Branch Committee shall be determined by a majority of votes and in the case of an equality of votes the Branch Chairperson shall have a casting vote.
- 14.7 The Branch Committee shall be empowered to:
- a. engage and dismiss employees and contractors for the conduct of the business of the Branch. The Branch Committee may regulate their duties and fix their remuneration;
  - b. divide its district into geographical divisions or sub-branches and establish auxiliaries to facilitate its work. Every such division, sub-division, sub-branch or auxiliary shall be regarded as forming an integral part of the Branch and shall be subject to the Constitution of the RNZSPCA and the Branch Rules;
  - c. delegate to a sub-committee of one or more of its members or to any employees any of the powers conferred upon it by these Rules;
  - d. exercise all the powers of the Branch and do all things that are not expressly required to be undertaken at a General Meeting of the Branch or by RNZSPCA in accordance with the Constitution and the Regulations.

## **15. Accounts and Audit**

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- 15.1 The Branch Treasurer shall at intervals determined by the Branch Committee, receive and verify all subscriptions, donations and monies collected or received by the Branch Secretary. All such monies as come into the hands of the Branch Treasurer shall be deposited in the Branch bank account. The Branch Treasurer shall make payments approved by the Branch Committee and keep accurate accounts of all receipts and expenditure. The Branch Treasurer shall prepare and submit quarterly, or at such other intervals determined by the Branch Committee, or as otherwise directed. The Branch Treasurer shall further prepare and submit to audit the annual statement of accounts for presentation to the Annual General Meeting of the Branch.
- 15.2 There shall be an auditor of the Branch who shall be a member of the Institute of Chartered Accountants of Australia and New Zealand or other suitably qualified person who has been approved in writing by the RNZSPCA Board. Such person shall not be a member of the Branch Committee. The auditor shall be appointed at the Annual General Meeting of the Branch and shall, except in the case of a casual vacancy caused by death, resignation, absence from New Zealand, illness or incapacity to act, hold office until he or she has audited the accounts for the financial year in which he or she was appointed. In the case of a casual vacancy the Branch Committee shall appoint an auditor.
- 15.3 All payments and transactions of the Branch shall be made by direction of the Branch Committee by cheque or electronic transaction signed or authorised by any two of the Branch Chairperson, Branch Treasurer and Branch Secretary or other persons appointed by the Branch Committee or by the members at a General Meeting of the Branch.
- 15.4 Subject to any specific trust or testamentary direction all legacies bequeathed to the Branch shall be received by the Branch Treasurer and shall be dealt with for the general purposes of the Branch in a manner determined by the Branch Committee.

## **16. Common Seal**

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- 16.1 The Branch Committee shall provide a Common Seal for the purposes of the Branch and may from time to time replace the seal. The Common Seal of the Branch shall be kept and controlled as determined by the Branch Committee and shall not be affixed to any document except pursuant to a resolution of the Branch Committee and in the presence of two members of the Branch Committee and the Branch Secretary. Such two members must attest to affixation by signing their names to the document. Any document so sealed and attested shall be deemed to be sealed and shall be binding on the Branch. Notice of the date on which the Seal was so affixed and of the persons signing shall be reported to the Branch Committee.

## **17. Alteration of Rules**

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- 17.1 Any alteration of these Rules, whether by revocation or amendment or adoption of new Rules, may be made by resolution of two-thirds of the delegates present and voting at a General Meeting of the RNZSPCA if they are subsequently adopted by a majority of Branch members at a General Meeting of the Branch.

## **18. Liquidation or Dissolution**

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- 18.1 The Branch may either be:

- a. dissolved by the Registrar of Incorporated Societies in accordance with the Incorporated Societies Act 1908; or,
- b. placed into voluntary liquidation in accordance with Rule 18.2.

- 18.2 The Branch may be placed into voluntary liquidation if:

- a. a resolution is passed by a majority of members present and entitled to vote at a General Meeting of the Branch to appoint a liquidator; and
- b. that resolution is confirmed at a subsequent General Meeting of the Branch called for that purpose not earlier than 30 days after the day on which the resolution in rule 18.2a was passed; and

Upon the appointment of the liquidator, the relevant provisions of the Incorporated Societies Act 1908 shall apply to the liquidation of the Branch.

- 18.3 The Branch may be dissolved by the Registrar of Incorporated Societies if:

- a. a resolution is passed by a majority of members present and entitled to vote at a General Meeting of the Branch to that effect and upon application made for dissolution to the Registrar, the Registrar decides to do so under the Incorporated Societies Act 1908; or
- b. the Registrar decides to do so under the Incorporated Societies Act 1908.

- 18.4 Any surplus assets of the Branch either on liquidation or dissolution, and after payment of all debts, liabilities and any costs of liquidation, shall subject to any trust or trusts effecting the same, be given to the RNZSPCA (or its successor).

## 19. Interpretation of Rules, Regulations and Policy

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- 19.1 Any doubt or difficulty arising as to the interpretation of these Rules or any Regulation or as to any matter of policy or any other matter not provided for in these Rules shall be determined by the RNZSPCA Board.

## 20. Definitions

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- 20.1 These Rules shall be read in conjunction with the Constitution and Regulations of RNZSPCA. The words and phrases used in the RNZSPCA Constitution shall apply in these Branch Rules unless specified otherwise.

- 20.2 In addition, in these Rules unless the context otherwise requires:

**Audit** means, in the case of any Branch with an annual expenditure in excess of \$1,000,000, a full audit carried out by a chartered accountant in accordance with the requirements of the Charities Act; in the case of a Branch with annual expenditure less than \$1,000,000 and more than \$500,000, a financial review carried out by a chartered accountant; and in all cases where the annual expenditure is less than \$500,000 a financial review conducted by a competent person, **provided that** this definition may be varied without further amendment in any case where the Charities Act amends its requirements;

**Audited** shall have a corresponding meaning to **Audit**;

**Branch** means a Branch of the RNZSPCA duly incorporated under the provisions of the Incorporated Societies Act 1908;

**Branch Chairperson** means the person elected as Chairperson of the Branch by the Branch Committee as set out in Rule 11.1.

**Branch Committee** means the current Branch Committee of the Branch;

**Branch Secretary** means the person elected as Secretary of the Branch in accordance with these Rules.

**Branch Treasurer** means the person elected as Treasurer of the Branch in accordance with these Rules.

**Branch Vice-Chairperson** means the person elected as Vice-Chairperson by the Branch Committee as set out in Rule 11.1.

**Financial Year** means the year ending on the 31st day of December;

**Month** means the calendar month;

**RNZSPCA** means The Royal New Zealand Society for the Prevention of Cruelty to Animals Incorporated;

**RNZSPCA Board** means the Board for the time being of the RNZSPCA and includes the Transition Board and the Inaugural Board.

**RNZSPCA CEO** means the Chief Executive Officer of RNZSPCA.

## 21. Interpretation

21.1 In these Rules, unless the context indicates otherwise:

- a. Defined Expressions: expressions defined in the main body of these Rules have the defined meaning throughout these Rules;
- b. Headings: rule and other headings are for ease of reference only and will not affect these Rules' interpretation;
- c. Persons: references to a person include an individual, company, corporation, partnership, firm, joint venture, association, trust, unincorporated body of persons, governmental or other regulatory body, authority or entity, in each case whether or not having a separate legal identity;
- d. Plural and Singular: references to the singular include the plural and vice versa;
- e. Statutory Provisions: references to any statutory provision are to statutory provisions in force in New Zealand and include any statutory provision which amends or replaces it, and any by-law, regulation, order, statutory instrument, determination or subordinate legislation made under it;
- f. Negative Obligations: any obligation not to do anything includes an obligation not to suffer, permit or cause that thing to be done;
- g. Inclusive Expressions: the term includes or including (or any similar expression) is deemed to be followed by the words without limitation;
- h. Monetary Amounts: all monetary amounts are stated exclusive of GST and in New Zealand currency, and all amounts payable by a party under these Rules are to be paid in that currency. GST is payable at the same time and in the same manner as is any other amount payable under this agreement, where that amount is subject to GST under the Goods and Services Tax Act 1985;
- i. Documents: references to any document (however described) are references to that document as modified, novated, supplemented, varied or replaced from time to time and in any form, whether on paper or in an electronic form;
- j. Payment: any reference to, or obligation in these Rules which requires payment of money will be a reference to, or deemed to be an obligation requiring, payment of money in immediately available in New Zealand dollars and in immediately available funds;
- k. Dollar and \$: references to dollars and \$ are references to New Zealand dollars and all amounts payable under these Rules are to be paid in that currency.