



Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022

Assistant Registrar

Non-Profit Organisations
Cayman Motoring Federation (CMF)
Unincorporated Body of Persons
Rules and Byelaws

Name: **Cayman Motoring Federation (CMF)**

Definitions of Terms:

For the purpose of these rules and byelaws:

1. The following terms shall have the following meanings

A)

“Auditor” means the persons for the time being appointed as or performing the duties of the auditor of the organisation.

“Controller” means a person or persons who controls or directs the organisation and includes a person or persons responsible for the management and administration of the organisation in accordance with the law;

“Committee members” senior officers” means the members of the executive for the time being and committee member is to be construed accordingly

“Executive Committee or Board” means the organisation executive committee as described in these rules and byelaws

“Financial year” means the financial year of the organisation which will run from January 1 2021 to December 31 2022

“Law” means the Non-Profit Organisations Laws and Regulations 2017 and every statutory modification or re-enactment of it for the time being in force

“Organisation” means the **Cayman Motoring Federation (CMF)** non-profit organisation in the form of an unincorporated body of persons

“Persons” includes partnerships, associations, corporations, company incorporated and unincorporated whether by Act of Parliament or otherwise as well as individuals;

“Registrar” means the registrar of non-profit Organisations appointed under the law;



Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022


Assistant Registrar

“Rules and Byelaws” means these rules and byelaws for the conduct and management of the organisation as amended and restated from time to time;

“Senior officer” means any person so appointed by the executive committee as a senior officer of the organisation and includes committee members

“Written and in writing means” includes all means of representing or reproducing words in visible form;

B) a duty or obligation impose is to be performed and a power , discretion or right is exercisable in each case from time to time;

C) the majority required to pass a resolution of two thirds (*or otherwise determined by the entity*)

D) singular words includes the plural and vice versa;

E) words or one gender includes the other gender;

F) the headings are for convenience only and have no legal meaning and effect and

G) references to paragraphs are to paragraphs of these rules and byelaws

PURPOSE

Cayman Motoring Federation (CMF) is an unincorporated body of persons and national association of Automobile Clubs, Automobile Associations, Touring Clubs, Karting Clubs and Motorcycle Clubs for motoring and for motor sport in the territory of the Cayman Islands.

The CMF shall be the governing body of motoring and motor sport for the country of Cayman Islands as recognised by the Government of the Cayman Islands, and through its affiliation with the Federation Internationale de l’Automobile (F.I.A.).

The CMF shall refrain from manifesting racial, political or religious discrimination in the course of its activities and from taking any action in this respect.

The CMF will recognize the F.I.A. as the International governing body of motorsport and established for the purpose of promoting the following:

Purpose:

Cayman Motoring Federation (CMF) is established for the purpose of enhancing the motoring movement and safeguard interests in relation to motoring in the Cayman Islands through education, training and special programs.

Activities:

CMF is committed to offering innovative, specialized, and effective services to the people of the Cayman Islands. Services provided include but not limited to:



The object of the CMF shall be to establish a union between its Members, chiefly with a view to:

Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022

- 1) Ensuring the unity of the motoring movement and safeguarding the interests, moral, of motor events within the territory of the Cayman Islands.
- 2) Promoting the development of motor traffic, motor safety and touring, and contributing to improvement of the environment.
- 3) Developing an environment and working relationship between the CMF and all relevant Government bodies for the benefit of all members.
- 4) Promoting the development of motorsport, interpreting and enforcing common rules applicable to the organisation and running of events with specific emphasis on all aspects of safety.
- 5) Encouraging the reinforcing and improvement of the facilities and services of the Members of the CMF.
- 6) Exercising jurisdiction in respect of disputes of a sporting order and any disputes which might arise between its Members, or in relation to any of its Members having contravened the obligations laid down by the Statutes and Regulations.
- 7) Preserving and conserving all documents concerning motoring in order to trace its History within the territory.

Assistant Registrar

Composition:

- 1) Any organisation dedicated to the promotion of motor sport or automobilism in the Cayman Islands which meets the minimum criteria as set out by the CMF from time to time, but at least meeting the following criteria:
 - a. Is duly constituted and such constitution is lodged with the CMF.
 - b. Recognises the CMF as the governing body of motoring for the territory of the Cayman Islands.
 - c. Has a minimum of 25 individual members
 - d. Is a non-profit organisation recognized as such by the Government of The Cayman Islands
 - e. Is governed by a management team of at least 3 persons elected democratically from its members at a general meeting of the organisation for a set period of time
- 2) Clubs or Associations wishing to join the Cayman Motoring Federation (CMF must send to its Secretariat an application in due form signed by the President or Chairman and (1) of the Members of the Committee or the Board of Directors of the applicant. They must also send a copy of their constitution and a membership list of their Committee or their Board of Directors, and a member list of their individual members, as well as any information that might be asked of them. Once the Vice-President is satisfied that the criteria for admission to membership has been met, the application for membership shall be presented to the General Assembly. The General Assembly shall vote on the admission of such new member. Admissions are granted provisionally by the General Assembly for 3 years. At the expiry of that period, a further vote is required for the admission to become final. If the vote relating to the final admission is not carried, the applicant shall be removed from provisional membership. Members affiliated provisionally have the status of Associate Members.
- 3) All new Members accepted into the Cayman Motoring Federation (CMF) shall serve a probationary period of 3 years within which they shall be entitled to attend any General Meetings but they shall not have voting privileges nor shall they be entitled to nominate Members to the Court of Appeal. All other rights and responsibilities shall be the same.



Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022

Obligations of Cayman Motoring Federation (CMF) Members:

The Members of the Cayman Motoring Federation (CMF) by the very fact of their admission into the Cayman Motoring Federation (CMF), shall agree to abide without reservation by the present Statutes and Regulations set out by the Cayman Motoring Federation (CMF).


Assistant Registrar

Provided that in case Cayman Motoring Federation (CMF) shall take or hold property which may be subjected to any trust, Cayman Motoring Federation (CMF) shall only deal with or invest the same in such manner as allowed by law having no regards to such trust.

The income, property and assets of Cayman Motoring Federation (CMF) however derived shall be applied exclusively towards the purpose and furtherance as set out in these rules and byelaws.

2. No portion of the income property or assets of Cayman Motoring Federation (CMF) shall be distributed paid or transferred directly or indirectly by way of bonus or gifts or otherwise to any controller, committee member or other member of Cayman Motoring Federation (CMF) unless such distributions payment or transfer is intended for the legitimate purpose of compensating a person for services to further the activities of Cayman Motoring Federation (CMF) or paying for expenses incurred on behalf of Cayman Motoring Federation (CMF)
3. The Executive committee may amend the purpose of Cayman Motoring Federation (CMF) by special resolution.

Executive Committee

Structure of the CMF

4. The structure of the CMF shall be the following:
 - President;
 - Vice President
 - Treasurer
 - Secretary

The initial committee members of Executive Committee of Cayman Motoring Federation (CMF) shall be elected for (3) years consist of:

Name	Date of Birth and Address	Telephone Number
Jane Louise Scaletta	12.09.1961	+1345 916 6599
Jason Thomas Kelly Butcher	12.05.1974	+1345 326 0088
Douglas Cecil Cameron	10.09.1979	+1345 925 8576
Christopher Dorrien Johnson	03.11.1943	+1345 916 1003



5. The initial controllers and officers of Cayman Motoring Federation (CMF) shall consist of :

Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022

Name & Title	Date of Birth and Address	Telephone Number
Jane Louise Scaletta / Director/President	12.09.1961	+1345 916 6599
Jason Thomas Kelly Butcher: Director/Vice President	12.05.1974	+1345 326 0088
Douglas Cecil Cameron: Director/Secretary	10.09.1979	+1345 925 8576
Christopher Dorrien Johnson: Director/Treasurer	03.11.1943	+1345 916 1003

Assistant Registrar

Duties of the Controllers

6. The controllers to ensure that the Registrar is notified of any changes in the organization's purpose and activities, these rules and byelaws or any of these particulars required to be entered in the register or non-profit organisation maintained by the registrar in accordance with the laws within thirty days of such change.
7. The Controllers shall cause proper financial statements to be kept of-
 - A) All sums of money received and expended and the matters in respect of which the receipt and expenditure relate;
 - B) All sales and purchase of property
 - C) The annual subscriptions of its Members
 - D) All sums of money raised through fund raising, grants or sponsorships
 - E) Facility fees for permanent and temporary venues as decided by the Executive Committee
 - F) Non -monetary transactions
 - G) Records of assets and liabilities
 - H) Prior year surpluses
 - I) Any other matter that may be prescribed
8. The controllers shall ensure that the financial statements show and explain all the transactions of Cayman Motoring Federation (CMF) and disclose at any time with reasonable accuracy its financial position.
The controllers shall set a minimum membership annual subscription to cover projected expenses from revenue. Termination for non-payment of subscription by any member whose annual subscription remains unpaid after the expiry of three months of the current year.
9. The Financial controllers shall be preserved for a period of at least five years for the end of the financial year unless Cayman Motoring Federation (CMF) ceases to exist.
10. The controllers shall ensure that within six months of the end of the financial year, an annual return for Cayman Motoring Federation (CMF).
 - A) Is prepared which contains such particulars as may be prescribed by the registrar pursuant to the law and any regulations made thereunder; and
 - B) Are submitted to the Registrar



11. If at the end of six months after the end of financial year of the organisation, the controllers are unable to submit the annual return to the Registrar due to the fact that the financial statements of the organisation are not complete, any controller may request in writing on behalf of the organisation the Registrar to grant an extension of two months for the organisation to complete that financial statements and submit the annual return.
12. The Controllers (through a decision of the Executive Committee) may delegate to the controller / auditor from time to time, the responsibility for the preparation and filing of proper financial statements and the annual return for the organisation on behalf of the controllers. Any such delegation may be made subject to any conditions the controllers may impose and may be revoked or altered.

Proceedings of the Executive Committee

13. Subject to the provisions of the law and these rules and byelaws, the Executive Committee shall conduct the management and administration of the organisation. No alteration of these rules and Byelaws shall invalidate any prior act of the committee members (or any of them) which would have been valid if that alteration had not been made.
14. The Executive Committee may meet together for the dispatch of business, adjourn and otherwise regulate its meetings as it thinks fit and determine the period of notice required to call its meetings and the quorum necessary to transact business. Until otherwise determined Cayman Motoring Federation (CMF) committee members will constitute a quorum. The Executive Committee shall meet on a regular schedule with and aim to meet monthly with at least 10 meetings per calendar year. Questions arising at any meeting must be decided by a majority vote, unless otherwise provided in these rules and byelaws. The Executive Committee may by majority vote appoint a Chairman to preside over any meeting and if so appointed, in case of an equality of votes such chairman will have a second or casting vote. Any committee member may call a meeting of the Executive committee. It is not necessary to give notice of a meeting of Executive Committee to any committee member for the time being absent from the Cayman Islands, if there are in the islands at the time the notice was given sufficient committee members to form a quorum. A committee member may participate by means of telephone or similar communication equipment which enables all persons participating in the meeting to hear each other and that participation will be deemed to be constitute presence in person at the meeting. The Executive Committee shall cause minutes to be made of proceedings at its meetings. A resolution (including a special resolution) or other consent in writing (in one or more counterparts) signed by all Committee Members for the time being shall be as valid and effective as if the resolution had been passed at a meeting of the Executive Committee duly convened and held.
15. The Executive Committee may appoint additional committee members from time to time by majority vote at a meeting of the Executive Committee or by unanimous written resolution or consent passed in accordance with paragraph 14.
16. The controllers shall notify the Registrar of any changes in the make-up of the executive committee within the thirty days of the change.
17. The Annual General Assembly will include an annual progress and financial reports.



Non-Profit Organisation Registered and
Incorporated in the Cayman Islands
Charter No. 579 On 18-Jul-2022

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Registrar

18. Voting at the Annual General Assembly shall take place by member organisations at the rate of one vote per member by financially current members allowed to vote. The Quorum shall be set at 80% of members entitled to vote plus one member.
19. Decisions of the Annual General Assembly shall be taken by an absolute majority and in the event of equality, the President shall have the casting vote. In the event that the President is not present then the Vice President shall fill the role for the duration of the meeting, otherwise the Chairman shall fill the role.
20. Amendments to the present Statutes shall be decided in a General Assembly by an absolute majority of the votes cast provided they are on the agenda and communicated to all Cayman Motoring Federation (CMF) members.

Disqualification of Committee Members

17. The office of Committee Member will be vacated if the committee member:-
 - A) Becomes bankrupt or makes any arrangement or composition with his creditors generally; or
 - B) Becomes incapable by reason of mental disorder illness or injury or managing and administering his property and affairs; or
 - C) Resigns from his office by notice to the other committee members; or
 - D) Is removed from office by a unanimous resolution of all other committee members at a meeting of the executive committee or by unanimous written resolution or consent passed in accordance with paragraph 15.
18. An act done in good faith by a committee member whose office is vacated pursuant to paragraph 17(a) (b) or (d) will be valid unless, before the act is done, notice has been served on such committee member informing such committee member that they have ceased to be a committee member.

Notices

19. Notices must be in writing
20. Notice of meeting of the executive committee must specify
 - A) The place
 - B) The day and hour and
 - C) The general nature of that business



Non-Profit Organisation Registered and
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Assistant Registrar

21. Notice will deemed to have been given in the case of:

- A) Personal delivery, upon delivery
- B) Local postal delivery on the fifth day after posting and foreign postal delivery on the tenth day after posting
- C) Facsimile, upon confirmation of successful transmission or delivery by the transmitting device or server and
- D) Email upon sending

Fiscal Year

22. The fiscal year will end on 31 December in each year unless the Executive Committee prescribes some other period.

Termination of Non-Profit Organisation

- 23. If upon the dissolution of Cayman Motoring Federation (CMF) there remains after the satisfaction of all debts and all liabilities any property whatsoever, that property shall be paid, distributed or transferred to another Non-Profit Organisation, registered under the law, which has similar purposes and is not carried on for profit or gain of its members.
- 24. Upon the dissolutions of Cayman Motoring Federation (CMF) the controllers shall notify the Registrar of such dissolution and that the remaining property has been paid, distributed or transferred in accordance with paragraphs 23 above and shall provide the non-profit organisation to which the remaining property has been paid, distributed or transferred to with all relevant records relating to Cayman Motoring Federation (CMF) and such remaining property.



Non-Profit Organisation Registered and
filed as No. 619 On 18-Jul-2022

Signature Page

We (I) the undersigned are (am) the controller(s) and or Director(s) / senior officer(s) of this organisation and (I) or (we) consent to and hereby do adopt the legal and fiduciary responsibilities associated with the administration of this organisation. We (I) adopt the foregoing constitution consisting of the relevant pages as the constitution governing this organisation.


Assistant Registrar

Name: Jane Louise Scaletta – Director/President

Sign Jane L. Scaletta

Date 23 June 2022

Name: Jason Thomas Kelly Butcher – Director/Vice President

Sign [Signature]

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Date 23 June 2022

Name: Cameron Cecil Douglas - Director/Secretary

Sign [Signature]

Date

Name: Christopher Dorrien Johnson – Director/Treasurer

Sign [Signature]

Date 27 June 2022