



South Gippsland Tourist Railway Inc.  
 ABN 21 157 908 479  
 PO Box 5 Korumburra Vic 3950  
 Phone: 5658 1111 Fax: 5658 1511  
 Email:  
[admin@sgr.org.au](mailto:admin@sgr.org.au)  
[www.sgr.org.au](http://www.sgr.org.au)

## Application For Membership

I hereby apply for membership of the South Gippsland Tourist Railway Inc. and in the event of my admission as a member, I agree to be bound by the Rules of the Association for the time being in force.

Signature.....Date:.....

|   |  |
|---|--|
| Name  |  |
| Postal Address  |  |
| Occupation  |  |
| Telephone   | (BH) (AH)  |
| Facsimile / Mobile  | Fax: Mobile  |
| Email   |  |
| Are you interested in Volunteering your services on our railway | [ ] If you tick this box your contact details will be forwarded to our volunteer coordinator who will contact you to discuss your interests and how you can become an active member. |

**Annual Fees for new members and renewing memberships:**

New Members to include joining fee \$10 plus membership fee: All fees include GST.  
 Annual Fees: Single \$45 Family \$65 or Aged or disability pension recipient \$25 (on receipt of copy of card).

My payment is enclosed for \$ ..... or debit my credit card

Credit card type: VISA / MASTERCARD /BANKCARD

Name on card: .....Amount \$ .....

Card Number: .....Expiry Date:.....

Signature: .....Date: .....

**To be completed by the Secretary at the next available Committee Meeting:**

I.....being a member of the Association nominate this applicant for membership of the Association

Signature.....Date:.....

I .....being a member of the Association second this applicant for membership of the Association

Signature.....Date:.....

*Please make cheques & money orders payable to "South Gippsland Tourist Railway" and mail this application to: Membership Officer, South Gippsland Tourist Railway, PO Box 5, Korumburra Vic 3950 or hand this form to the Booking Officer at the Korumburra Station.*



## **SOUTH GIPPSLAND TOURIST RAILWAY INC.**

ABN 21 157 908 479

P.O. Box 5 Korumburra Vic. 3950

Phone : 03 5658 1111 Fax : 03 5658 1511

Melbourne Office 03-9562-3033

[www.sgr.org.au](http://www.sgr.org.au)

email : [info@sgr.org.au](mailto:info@sgr.org.au)

Dear Prospective Member

Thank you for expressing your interest in becoming a part of our team.

The SGTR have a policy where upon application to become a prospective member has 3 months to attend as a visitor and make themselves known to other members prior to their membership being considered.

When attending during the next 3 months you will need to report to the Officer In Charge, who on running days is the Booking Officer and other days any member can sign you in and supply you with a visitors pass (this pass does not entitle you to free travel). Please ensure that you bring this letter with you so you can be identified.

Working bees are held the 1<sup>st</sup> Saturday of every month and leave from Korumburra station at 8am. This is a great opportunity to come along and meet other members who will then be able to recommend you for membership. Please contact the secretary on 0401 955 800 for any further details.

If your membership is approved you will be entitled to the following;

- 1 free return adult rail trip for the whole section
- 6 newsletters per year
- 1 Annual Report on request
- Access to SGR members forum
- Special member offers on selected theme trains
- Opportunity to learn new skills which include such things as; how to safely remove vegetation, learning all aspects of track work, operating various machinery, resoration, mechanical repairs on rolling stock.
- The opportunity to join the training program and work your way through the system from booking staff to train driver.
- The chance to spend time with people who share the same interests

Please find attached a volunteers information sheet which are our standing orders.

Yours Sincerely

John Hall  
Secretary

## Volunteering at the South Gippsland Tourist Railway

The Committee of Management welcomes your participation as a volunteer at the South Gippsland Tourist Railway. Your help is critical to the on-going success of our railway.

Due to the nature of SGTR operations and our close interaction with the public it is important for all members to abide by the following:

- Promote a professional image at all times
  - If rostered to work on trains always be in uniform
  - If undertaking maintenance work or trackside always wear the appropriate PPE (including hi-visibility vest if req'd if near or on tracks)
- Smoking is not permitted in buildings, rolling stock or in under covered areas
- Be willing to assist passengers with their enquires
- Charter, DCT and special trains are restricted to train crews only.
- Normal Sunday trains may be used to travel to another station to carry out duties or maintenance work but members must be appropriately dressed and leave the front cab area clear for travelling passengers
- If you see something that needs attention, don't hesitate to rectify the issue if you have the skill(s) or at least report it to someone who can take management of the issue.
- Always leave the area you are working in clean and tidy
- Leave the meals room clean and tidy including washing up your dishes
- Pets should not accompany members, if you cannot leave your pet at home it must be tethered to a leash away from public areas.
- Pets are not permitted to travel on trains
- Only Operational staff on duty are permitted in the Safeworking Office, Loco Yard, Admin Office, Refreshment Room kitchen or behind the booking office counter.
- During shunting volunteers not on operational duties must remain a safe distance from the shunting operations.
- SGTR have an anti discrimination and sexual harrassment policy in place which must be abided by.
- If you intend to become operational in the future you will be required to undergo a Working With Children Check.

Ensuring trains continue to safely run between Leongatha and Nyora is critical however it can be fun and an enjoyable experience. SGTR is coming up to 15 years of operations in December 2009 and we are looking to the next 15 years.

SGTR  
Committee of Management  
April 2009