

**RELATED PARTY TRANSACTIONS DECLARATION**

**1. Entity:** Riverina Winegrape Growers (the Board)

**2. Name of Board Member:**

**3. Please provide details of your close family members who may be expected to influence or be influenced by you in your dealings with the Board (regardless of whether a related party transaction exists):**

Spouse/partner's name:

Children/Dependents' names: \_\_\_\_\_

Other (siblings/extended family members): \_\_\_\_\_

**4. Please provide names and ABNs of all entities controlled or jointly controlled by yourself and/or your close family members (regardless of whether a related party transaction exists):**

**5. Have you or any of the entities controlled or jointly controlled (listed above) made payment to the Board for services provided or received any payments from the Board.**

**5. During the reporting period, did you/a close family member/any entity controlled by you and/or a close family member:**

a. have any transactions or arrangements on terms or conditions with the Board that were more favourable than those entered into at an arm's length?

b. receive any grants, subsidies, ex-gratia payments or loans from the Board?

c. have any debts forgiven or partially forgiven by the Board?

d. provide or receive any collateral, guarantee, indemnity or commitment (including executory contract) with the Board?

e. enter into any contractual arrangements to purchase, sell, lease or transfer assets and licences, or to provide purchase, or transfer goods and services?

f. Are there any outstanding balances brought forward from a transaction or arrangement entered into prior to 1 July 2016, between you/a close family member/any entity controlled by you and/or a close family member?

*If you answered yes to any of these questions please complete Appendix 1 and have the close family member with the related party transaction complete Appendix 2.*

**6. Declaration:**

I have made enquiries of my close family members and to the best of my knowledge, the information provided is accurate for the period 1 January 2022 to 31 December 2022. I understand this information is collected for the purpose of preparing Note Disclosures to the Financial Statements of the Wine Grapes Marketing Board of New South Wales.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## RELATED PARTY TRANSACTIONS DECLARATION

### INFORMATION

**PURPOSE OF THE DECLARATION:** Related parties may transact with the Board on terms that would not be available to an unrelated party. Therefore, knowledge of the Board's transactions, outstanding balances and commitments, and relationships with related parties may affect assessments of its operations by users of Financial Statements. NSW Public Sector entities are required to adhere to the requirements of NSW Treasury Circular TC16-12 on related party disclosures. All NSW public sector entities are required to disclose in their annual Financial Statements, transactions and balances outstanding with Key Management Personnel, close family members of Key Management Personnel and entities controlled or jointly controlled by Key Management Personnel or their close family members.

### DEFINITIONS

**CLOSE FAMILY MEMBERS** are those family members who may be expected to influence or be influenced by a Board Member/Key Management Personnel in their dealings with the Board.

**KEY MANAGEMENT PERSONNEL** are those persons having authority and responsibility for planning, directing and controlling the activities of the Board, directly or indirectly.

A **RELATED PARTY** is a close family member or entity that is related to the Board or a Board Member/Key Management Personnel who may be expected to influence, or be influenced by that person in their dealings with the Board.

Entities are not related parties simply because two entities have a common director or Key Management Personnel.

A **RELATED PARTY TRANSACTION** is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

**EXAMPLES of transactions to be disclosed if they are with a related party:** Purchase or sale of goods, purchase or sale of property and other assets, rendering or receiving services, leases, transfers of licence agreements, research and development, finance arrangements, provision of guarantees and collateral, commitment to do something if a particular event occurs or does not occur in the future (including executory contracts), settlement of liabilities on behalf of the Board or by the Board on behalf of that related party.

Transactions that are in common with the general public are not related party transactions.

**FOR FURTHER INFORMATION** please refer to the Board's Related Party Transactions Policy, NSW Treasury Circular TC16-12 and Accounting Standard AASB 124, or contact the Board Secretary on (02) 6962 3944 or email [board@wgmb.net.au](mailto:board@wgmb.net.au).

**RELATED PARTY TRANSACTIONS DECLARATION****Appendix 1 - Details of transactions and outstanding balances with Related Parties during the reporting period**

<b>TRANSACTION 1</b>	
<b>Nature of relationship:</b>	
<b>Type of transaction (see Examples):</b>	
<b>Amount of the transaction:</b>	
<b>Amount of outstanding balances at year end:</b>	
<b>Please provide details of any terms and conditions on balances and commitments:</b>	
<b>Details of any guarantees given or received:</b>	

<b>TRANSACTION 2</b>	
<b>Nature of relationship:</b>	
<b>Type of transaction (see Examples):</b>	
<b>Amount of the transaction:</b>	
<b>Amount of outstanding balances at year end:</b>	
<b>Please provide details of any terms and conditions on balances and commitments:</b>	
<b>Details of any guarantees given or received:</b>	

<b>TRANSACTION 3</b>	
<b>Nature of relationship:</b>	
<b>Type of transaction (see Examples):</b>	
<b>Amount of the transaction:</b>	
<b>Amount of outstanding balances at year end:</b>	
<b>Please provide details of any terms and conditions on balances and commitments:</b>	
<b>Details of any guarantees given or received:</b>	

*If further transactions are to be reported please copy this page and attach it to this Declaration.*

**RELATED PARTY TRANSACTIONS DECLARATION****Appendix 2: Close family members consent form**

(To be completed by each family member whose information is disclosed in this Declaration. If additional forms are required, please make copies for each close family member).

I authorise \_\_\_\_\_ (*Name of Board Member/Key Management Personnel*) to provide information about me in respect of transactions between me, or entities controlled/jointly controlled by me, and the Wine Grapes Marketing Board.

For the purposes of s26(2) of the NSW Privacy and Personal Information Protection Act 1998, I hereby consent to the Riverina Winegrape Growers collecting, using and disclosing my personal information for the purposes of meeting its financial obligations.

Full name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For your information:**

If you wish to access the information provided in the Declaration, or make changes to it, please contact the CEO of the Riverina Winegrape Growers on (02)6962 3944 or by email at [board@wgmb.net.au](mailto:board@wgmb.net.au).

A full copy of the *NSW Privacy and Personal Information Protection Act 1988* can be accessed at the NSW legislation website: <http://legislation.nsw.gov.au/>.