



Guidelines for Patronage Applicants

Organisation should submit their applications for patronage to requests@govhouse.vic.gov.au.

As a general guide, Vice-Regal Patronage may be appropriate if an organisation:

- and its main officers enjoy good standing in the community
- has a Victoria-wide focus
- conducts business on a not-for-profit basis, and
- relates to the patrons' interests or professional experience.

Although there are many outstanding community organisations operating in Victoria, having beneficial impact on the lives of Victorians, it is not possible for the Governor to accept patronage of them all, no matter how deserving.

Stages of Review for all patronage requests

When requesting patronage, please include the following information:

- A letter requesting Vice-Regal Patronage, signed by the most senior person of your organisation (Chair or President), addressed to Jonathan Burke, Official Secretary to the Governor
- Background information about your organisation
- A copy of your organisation's Constitution and the latest Annual Financial Report
- Evidence of authorisation of the request (such as the minutes at an Annual General Meeting or confirmation by the Executive)
- Your organisation's expectations of the patron

Additionally, kindly also provide answers to the following questions:

- Is your organisation or any of its office bearers or board members currently, or have they previously been, the subject of a police investigation or court proceeding?
- Is there any other matter related to your organisation, or any of its office bearers that, if known to the Office of the Governor, could bring into disrepute the Governor, spouse, or Office of the Governor?

References

For your request to proceed, we would appreciate if you could kindly provide three written references for your organisation. These references should be from individuals and organisations associated with your organisation in some way but not members, directors or otherwise part of your organisation.

Outcome

The outcome of your Vice-Regal Patronage application will be advised in writing and if accepted, your organisation's name will be included in a list of patronage organisations on the Governor's website.