

Guidelines for the Operations of the Gauge O Guild Sales Limited

These Guidelines are procedural and the Company Articles will always take precedence under challenge or conflict.

The ownership of this document lies with the Board of Directors of the Company and these Guidelines must be followed. Any potential deviation from them must first be considered and made operational if approval of the Board by voting is achieved and clearly documented.

The Board will be formed by a minimum of five directors for the Company to become operational on 1st January 2026. Two directors will come from the Existing Gauge O Guild Ltd Management Committee and the other three Directors will be chosen from a list of members of the Gauge O Sales Limited who have applied to join.

Base Tenets to the Guidelines

- 1) Applicants to become members of the Gauge O Guild Sales Ltd will only be added to the list, and maintained on the list, if they are active paid up members of the Gauge O Guild.
- 2) There is no additional cost of becoming a member of Gauge O Guild Sales Ltd, as well as being a member of the Gauge O Guild Ltd, other than the acceptance of a liability limited to £1 if the company is ever wound up.
- 3) Whilst the Company is forming, the Company may utilise the services of the Gauge O Guild Limited Treasurer and Secretary. When the company is formed and established this Tenet may be removed by order of the Board.

Principal Procedures

- 1) The first Directors will be those who are listed at Companies House when the Company is formed.
- 2) In November of 2025 an offer will be made to all members of the Gauge O Guild to apply to become members of the Gauge O Sales Limited with a preference for those with experience in on-line Sales, Manufacturing, Trading and/or Marketing.
- 3) Thereafter, in November of every year and for 15 working days from the date of digital posting of the Guild News, all members of the Gauge O Guild may apply to become members of Gauge O Sales Limited.
- 4) Members of the Gauge O Sales Limited may resign at any time they so wish by informing the Board.

Guidelines for the Operation of the Gauge O Sales Limited.

First Approved: Date to be edited after approval by the Gauge O Sales Ltd when formed.

Authorship: TBC

Owner: Board of the Gauge O Sales Limited.

Administration

- 1) To apply for Membership the standard form, in appendix one of this document, must be completed and submitted. This is available as a separate download.
- 2) The applicant must submit the form by email to the Secretary of the Gauge O Guild who has been requested, and accepted, to act on behalf of the Gauge O Sales Limited until their preferred system is established. EMail details are on the form

Guidelines for the Operation of the Gauge O Sales Limited.

First Approved: Date to be edited after approval by the Gauge O Sales Ltd when formed.

Authorship: TBC

Owner: Board of the Gauge O Sales Limited.

Appendix 1

Application Form to become a member of the Gauge O Sales Limited.			
Background By applying to become a member of the Gauge O Sales Limited I am offering to be chosen to become a member of the Board and I accept the choice of whom to co-opt to the Board will be made, by the existing Directors, from the Gauge O Sales membership list. In addition, I am accepting liability, limited to £1, being the amount that each member undertakes to contribute to the assets of the company in the event of its being wound up			
First Name		Year of Birth	
Christian Name		Gauge O Guild Membership Number	
Background			
Telephone Number			
Mobile Number			
Email Address			
Signature			

Please return this form by email to:

johnevansgogsec@gmail.com

Return deadline is: Friday 21st November 2025

Guidelines for the Operation of the Gauge O Sales Limited.

First Approved: Date to be edited after approval by the Gauge O Sales Ltd when formed.

Authorship: TBC

Owner: Board of the Gauge O Sales Limited.