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Send completed forms to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142 or [processing@societies.govt.nz](mailto:processing@societies.govt.nz)

## Application by a society for incorporation as a charitable trust board

Section 8(3) Charitable Trusts Act 1957

### NOTES

The name cannot be the same as, or deceptively similar to, the name of any other incorporated trust board, society, company or other body corporate, nor can it be contrary to the public interest (for example, be offensive or prohibited by an enactment). Check existing trust board, society and company names for free by doing a Register Search online at [www.companies.govt.nz](http://www.companies.govt.nz).

**1. We hereby apply for incorporation as a board under the Charitable Trusts Act 1957.**

**2. This application is being made for a society established exclusively or principally for charitable purposes which is not otherwise incorporated or, if it has trustees for its general purposes, those trustees are not already incorporated.**

**3. Proposed name of board**

**4. Address of registered office**

This address must be a physical (street) address and NOT a PO Box, Private Bag or Document Exchange (DX) address.

**5. Address for premises (optional)**

Where provided this address must be a physical (street) address.

**6. Addresses for communication**

Postal address (this can be a PO Box address) to which communications from the Registrar of Incorporated Societies may be sent. The Registrar may also contact the board by email. The email address you provide here will not be publicly available.

Postal address

Email address (optional)

**7. The following documents are attached to the application**

- Copy of the rules of the society (certified as a correct copy by an applicant with the following statement: "I hereby certify that this is a correct copy of the rules of the [name of trust board]") or, if there are no rules, a statutory declaration as per section 10(2)(c)(i) Charitable Trusts Act 1957, and
- Statutory declaration as per section 10(2)(c)(ii) of the Charitable Trusts Act 1957.

**8. Date**

**9. Your contact details**

Name and postal address

Email

Telephone

**Proposed name of board**

**Signatures of the members of the society who are applying to be incorporated as a board**

1  Signature .....

Residential address

2  Signature .....

Residential address

3  Signature .....

Residential address

4  Signature .....

Residential address

5  Signature .....

Residential address

6  Signature .....

Residential address

7  Signature .....

Residential address

8  Signature .....

Residential address

**Proposed name of board**

**Statutory declaration supporting the application by a society for incorporation as a charitable trust board**

Section 10(2)(c)(ii) Charitable Trusts Act 1957

I,

(Your full name)

of,

(City / town)

do solemnly and sincerely declare that:

1. I am a subscriber to the application to incorporate as a board submitted with this statutory declaration.
2. I confirm that the application was authorised by:
  - A majority of the members of the society, or
  - A resolution passed by a majority of those present at a meeting of the society after giving proper notice of intention to hold that meeting and of its purpose, or
  - The rules of the society or by other means provided in those rules.

AND I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declarations Act 1957.

.....  
Signature

Declared at   
this  day of

before me: .....  
Justice of the Peace, Solicitor or other person  
authorised to take a statutory declaration