



COMPANIES OFFICE

SOCIETIES AND TRUSTS ONLINE

Learn about our online services

There are a range of online services available for incorporated societies and charitable trusts. To file financial statements or update an organisation's details you will need the registry key.

Fees

In the Forms and fees section you can also see what fees apply for filing documents or updating your details online.

- Visit the [Forms and fees section](#)

Learn how to

[Login to use our online services](#)

You don't need to have a login (User ID) to file documents online but it can speed things up if you are filing several documents at once. You don't need a login to search the register.

[Read more...](#)

[Setting up payment by direct debit](#)

You can set up direct debit payments for a number of different registers on this website.

[Read more...](#)

[Search online at **www.societies.govt.nz**](#)

To search the online register, first access our website at www.societies.govt.nz and then choose which search option to use.

[Read more...](#)

[Use your registry key](#)

A registry key provides a secure authentication process for online transactions.

[Read more...](#)

[Update organisation details online](#)

This option makes it possible to update other details about your organisation using the registry key. Here you can update the month of your AGM, your organisation's purpose and contact details for your organisation that are on the societies.govt.nz website.

[Read more...](#)

[Update address details](#)

[Read more...](#)

[Update officer or trustee details](#)

You can update officer or trustee details online using the registry key. Using this online service it is possible to notify appointments, resignations and address changes.

[Read more...](#)

[File your financial statements online](#)

Annual financial statements for incorporated societies can be filed online using the registry key.

[Read more...](#)

[File your documents by email](#)

Societies and Charitable Trusts can file dissolution documents by scanning and emailing them to info@societies.govt.nz.

[Read more...](#)

[File rule changes online](#)

There are now two ways to file rule changes with the Registrar - using an online form or by the traditional method of posting them in.

[Read more...](#)

Online services are not available for:

- incorporating new societies and trusts
- changing the rules of a society or the rules or trust deed of a trust
- removing or restoring a society or trust.

For all of these services you will need to file paper documents.

Visit the [Forms & fees section](#) to download the forms you need.