



## Restoring a society

If the Registrar of Incorporated Societies is satisfied that a society was dissolved in error he can restore the society to the register. Once the restoration has been completed the society is revived as if it had never been removed.

[Read section 28 of the Incorporated Societies Act 1908 for more information.](#)

## How do you apply to restore a society to the register?

A society may apply to be restored by sending the following to the Registrar:

1. A formal request in writing that the society be restored, including confirmation that the society was dissolved in error.  
[Download Form IS6 — Request to restore an incorporated society to the register \[PDF 178KB\]](#)
2. At least the last 3 years of annual financial statements that have not been filed, together with the financial statement cover sheet (Form IS4) for each statement.  
[Download Form IS4 — Cover sheet for financial statements for an incorporated society \[PDF 70KB\]](#)
3. If the society's rules have changed, include a signed copy of the rule changes, with the alteration of rules certificate; or submit a full set of rules if the Registrar does not hold a copy on the register.  
[Download Form IS2 — Certificate - Alteration of rules \[PDF 66KB\]](#)
4. \$204.45 restoration fee.

## Applications by a creditor

Where a creditor is requesting that a society be restored to the register, they only need to supply:

1. A letter requesting that the society be restored to the register and giving the reason why, and
2. the \$204.45 fee.

## How is the application processed?

- The application will be reviewed to ensure all requirements are met and any outstanding documents with the correct certifications have been submitted.
- The application and revocation of dissolution are processed on the same day. It may, however, take longer to process a request where the Registrar is required to seek further information in order to decide whether a request should be granted.
- All outstanding documents for the society will be registered.
- The applicant will be notified by letter of the outcome of the request.
- The Registrar will give public notice of all restored societies monthly in the New Zealand Gazette.