

www.societies.govt.nz | 0508 SOCIETIES | 0508 762 438

Post your completed form to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142

Request to restore an incorporated society to the register

Section 28 Incorporated Societies Act 1908

i Where the Registrar of Incorporated Societies is satisfied that a declaration to dissolve a society (remove it from the register) was made in error, the Registrar can issue a further declaration revoking the dissolution. This is given effect by notice in the Gazette.

An officer of the society or a creditor can initiate the restoration process by completing this form and sending it to the Registrar. If the request to restore a society to the register is made by a creditor, only the NZ\$204.45 fee is required.

The Companies Office will endeavour to process your application on the day it is received. However the Registrar must give public notice so it may be up to three weeks before restoration takes place.

1. Name of society

2. Society number

I, (name), request that the above society be restored to the register on the following grounds (please tick the one that applies)

- It is still carrying on its operations, or
- Other reasons (please specify)

✓ 3. Checklist before filing your request

- Have you completed both pages of this form?
- Have you attached any annual financial statements that have not been filed? (At least the last three years)
- If there have been any alterations to the society's rules (including its name), have you attached a copy signed by three members? **Note** | These must also be certified by an officer of or solicitor for the society.
- Have you checked that the society's name is still available by conducting a **Register Search** at www.societies.govt.nz and www.companies.govt.nz ?
- Is the fee of \$NZ204.45 included? (Cheques should be made payable to **Ministry of Economic Development**).

Name of society

Please provide the following details about the society

4. Annual general meeting

Please indicate the month in which the annual general meeting is usually held.

5. Address for registered office

This address must be a physical address e.g. 3 Kingston Street, Somewhereville

6. Address for communication

Postal address (e.g. P O Box) to which communications from the Registrar may be sent

7. Email address for communication

The Registrar may contact the society by email - this email address will not be publicly available

8. Signed by

Signature Date

Position in the society or title

9. Your contact details

Name and postal address

Email (optional)

Telephone

www.societies.govt.nz | 0508 SOCIETIES | 0508 762 438

Post your completed form to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142

Payment of fees

Incorporated Societies Act 1908



You only need to use this form if you would like to pay your incorporated society fees by credit card or by charging them to your direct debit account.

If paying by cheque make your cheque payable to **Ministry of Economic Development**.



This form will be detached from your application before any information is scanned for publication on the website so that your payment details remain secure.

1. Name of society

2. Society number (if applicable)

3. Fees

Tick to confirm which fee applies in this instance.

- Incorporation application fee of **NZ\$102.22**, or
 Restoration application fee of **NZ\$204.45**

4. Payment details

Tick the option that applies.

Direct debit

Please supply your name and User ID number.

Your name

User ID No

Signature

Credit card

Credit card type Visa MasterCard Amex Diners

Cardholder name

Credit card number

Expiry date

 /

Cardholder signature