STATUTORY INSTRUMENTS

1961 No. 36

BUILDING SOCIETIES

The Building Societies (Forms and Fees) Regulations, 1961

Made - - - -	12*th January*, 1961
Laid before Parliament	20*th January*, 1961
Coming into Operation	23*rd January*, 1961

The Chief Registrar of Friendly Societies, with the consent of the Treasury, pursuant to the powers conferred upon him by subsection (1) of section sixty-seven of the Building Societies Act, 1960(a), and to all other powers him enabling, hereby makes the following regulations:—

1. In these regulations, unless the context otherwise requires,—

"the Registrar" means for England the Registrar of Building Societies in England and for Scotland the Registrar of Building Societies in Scotland;

"society" means a society incorporated under the Building Societies Acts, 1874 to 1960;

"unincorporated society" means any unincorporated society such as is mentioned in section seven of the Building Societies Act, 1874(b).

2. Every certificate issued under the Building Societies Acts, 1874 to 1960, and every application, notice and other document made or sent to the Chief Registrar of Friendly Societies or the Registrar under or in pursuance of those Acts such as is referred to in the headings of the forms contained in the First Schedule hereto shall contain the particulars set out in, and be in the form of, the appropriate form contained in the said schedule, which form may be varied as the circumstances may require.

3. The fees set out in the Second Schedule hereto shall be payable in advance to the Registrar.

4. The Registrar may dispense with the fee for inspection and copies of documents in cases where he may consider it in the public interest to do so and may, if he thinks fit, reduce or dispense with the fee for an award on a dispute, or for a direction confirming the right to inspect the register of members of a society or unincorporated society.

5. The Building Society Rules, 1939(c), are hereby amended by the deletion, in rule 1, of the words "and the return", and, in the schedule, of Form 5.

6. Section twenty-six of, and the Third Schedule to, the Building Societies Act, 1894(d), are hereby repealed and the Building Society Regulations, 1895(e), the Building Society (Amendment of Fees) Regulations, 1922(f), the Building Society Regulations, 1940(g), the Building Societies (Amendment of Fees) Regulations, 1952(h) and the Building Societies (Amendment of Fees) Regulations, 1958(i) are hereby revoked.

(a) 8 & 9 Eliz. 2. c. 64. (b) 37 & 38 Vict. c. 42.
(c) S.R. & O. 1939/1359 (Rev. III, p. 268: 1939 I, p. 223).
(d) 57 & 58 Vict. c. 47. (e) S.R. & O. 1895/16 (Rev. III, p. 237: 1895, p. 14).
(f) S.R. & O. 1922/843 (Rev. III, p. 261: 1922, p. 83).
(g) S.R. & O. 1940/1420 (Rev. III, p. 263: 1940 I, p. 87).
(h) S.I. 1952/2160 (1952 I, p. 438). (i) S.I. 1958/342 (1958 I, p. 247).

7. These regulations may be cited as the Building Societies (Forms and Fees) Regulations, 1961, and shall come into operation on the 23rd day of January, 1961.

Dated the 12th day of January, 1961.

Cecil Crabbe,
Chief Registrar of Friendly Societies.

We consent to these regulations.

Dated the 12th day of January, 1961.

Michael Hughes-Young,
John Hill,
Two of the Lords Commissioners of Her Majesty's Treasury.

FIRST SCHEDULE

FORM A

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for a Certificate of Incorporation to an Unincorporated Building Society under section 12 of the Building Societies Act, 1874

..... Building Society

Register No. ..... BB

To the Registrar of Building Societies in England (or Scotland).

I hereby apply for the granting of a certificate of incorporation under the Building Societies Acts, 1874 to 1960, to the above named society.

Accompanying this application are a copy of the current rules of the society and a statutory declaration made by me in Form B.

Signature of Applicant.

Address.

Date

FORM B

BUILDING SOCIETIES ACTS, 1874 TO 1960

Statutory Declaration to accompany Application in Form A, pursuant to section 12 of the Building Societies Act, 1874

..... Building Society

Register No. ..... BB

I ..... of .....

do solemnly and sincerely declare that at a general meeting of the.....

..... Society,

specially called for the purpose, authority was duly given to me to make application for the incorporation of the said society under the above-mentioned Acts.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act, 1835.

Signature of Declarant .....

Declared at .....
.....
.....
the ..... day of
..... one thousand
nine hundred and .....
before me,
.....
A Commissioner for Oaths.*

* or Notary Public or Justice of the Peace.

FORM C

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for a Certificate of Incorporation on the establishment of a society pursuant to section 17 of the Building Societies Act, 1874

To the Registrar of Building Societies in England (or Scotland).

1. We, the undersigned, whose names and addresses are:—

	Name.	Address.
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

hereby apply for a certificate of incorporation to be granted in respect of a society intended to be established under the Building Societies Acts, 1874 to 1960, to be called ..... Building Society, and herewith transmit two printed copies of the rules agreed upon by us for the government of the society, each copy of which is signed by us and by the intended secretary.

2. The matters required to be provided for in the rules of a building society by section 16 of the Building Societies Act, 1874, section 1 of the Building Societies Act, 1894, and sections 4 (2) and 32 (1) of the Building Societies Act, 1960, are provided for in the rules transmitted herewith as follows:—

Matters required to be provided for	Number of Rule
(*a*) The name of the society and chief office or place of meeting for its business;	(*a*)
(*b*) The manner in which the stock or funds of the society is or are to be raised;	(*b*)
(*c*) The issue to founding members of shares on terms which comply with the requirements of Schedule 1 of the Building Societies Act, 1960.	(*c*)
(*d*) The terms upon which unadvanced subscriptions shares are to be issued; the manner in which the contributions are to be paid to the society, and withdrawn by the members;	(*d*)
(*e*) The terms upon which paid-up shares, if any, are to be issued and withdrawn;	(*e*)
(*f*) If preferential shares are to be issued the issue and limits of issue thereof; if preferential shares are not to be issued, that they are not to be issued;	(*f*)
(*g*) The manner in which advances are to be made and repaid; the deductions, if any, for premiums, and the conditions upon which a borrower can redeem the amount due from him before the expiration of the period for which the advance was made;	(*g*)
(*h*) The manner in which losses are to be ascertained and provided for;	(*h*)
(*i*) The manner in which membership is to cease;	(*i*)
(*j*) The power to borrow money, and the limits thereof;	(*j*)
(*k*) The purposes to which the funds of the society are to be applied;	(*k*)
(*l*) The manner of remunerating auditors and the manner of appointing, remunerating, and removing the board of directors or committee of management and other officers;	(*l*)
(*m*) The calling and holding of meetings;	(*m*)
(*n*) The right of members to requisition meetings;	(*n*)
(*o*) The manner in which notice of any resolutions to be moved at meetings is to be given to members;	(*o*)
(*p*) The procedure to be observed at meetings;	(*p*)
(*q*) The form of notice for the convening of a meeting, and the manner of its service;	(*q*)
(*r*) The voting rights of members, the right to demand a poll and the manner in which a poll is to be taken;	(*r*)
(*s*) The settlement of disputes between the society and any of its members, or any persons claiming by or through any member, or under the rules, whether by reference to the Court, or to the Registrar, or to arbitration;	(*s*)
(*t*) The device, custody, and use of the seal of the society, and that it shall bear the registered name thereof;	(*t*)
(*u*) The custody of the mortgage deeds and other securities belonging to the society;	(*u*)
(*v*) The powers and duties of the board of directors or committee of management and other officers;	(*v*)
(*w*) The fines and forfeitures to be imposed on members of the society; and	(*w*)
(*x*) The manner in which the society shall be terminated or dissolved.	(*x*)

Signatures 1 .....
2 .....
3 .....
4 .....
5 .....
6 .....
7 .....
8 .....
9 .....
10 .....

Address for reply .....

Date

FORM D

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate of Incorporation

Register No. .....B

The Registrar of Building Societies in England (or Scotland) hereby certifies that the Building Society is incorporated under the Building Societies Acts, 1874 to 1960, this day of one thousand nine hundred and

[Seal of the Central Office, or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM E

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate under Section 4 (1) *of the Building Societies Act*, 1960

The Registrar of Building Societies in England (or Scotland) hereby certifies that evidence has been produced which satisfies him that ten of the members of the Building Society Register No. B, who signed copies of the society's rules for transmission to the Registrar under section 17 of the Building Societies Act, 1874, have each been issued with shares in the society to the value of five hundred pounds on terms which comply with the requirements of the First Schedule to the Building Societies Act, 1960, and have each paid to the society in cash for those shares a sum of five hundred pounds.

Date

[Seal of the Central Office or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM F

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for Permission to commence Advertising under section 5 of the Building Societies Act, 1960

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

1. The above named society which was incorporated on the day of , 19 , hereby applies for permission to commence advertising.

2. The annual return of the society which has been sent to the Chief Registrar for the last financial year preceding this application, being the year 19 , shows that at the end of that year—

(*a*) the total amount of outstanding advances made by the society on the security of freehold or leasehold estate, together with any arrears of interest thereon, was £ .

(*b*) the total amount of such advances made either to a body corporate or a person indebted to the society (taking into account any kind of debt, whether immediately repayable or not) in an amount exceeding £5,000, was £ .

(*c*) the value of the assets of the society, as taken into account in the balance sheet, was £ .

(*d*) the value of the liquid funds of the society, as defined in paragraph (2) of the Second Schedule to the Building Societies Act, 1960, as taken into account in the balance sheet, was £ .

3. *At the end of the last financial year preceding this application no advance, and no part of any advance, to an officer of the society or to a company in which he is interested, such as is referred to in section 54 (1) of the Building Societies Act, 1960, was outstanding, *or*

*Delete as appropriate.

* The advance(s), such as is/are referred to in section 54 (1) of the Building Societies Act, 1960, shown in Schedule No. 3 of the society's annual return(s) for the year(s) 19 , *[*or* in the auditors' report to the society dated , 19] have been wholly repaid, as stated in the statutory declaration in Form G, made by the manager/secretary of the society which accompanies this application.

4. The society is not at the date hereof in arrear with any interest due on its shares.

5. At the date hereof neither any director of the society nor its manager or secretary was a director or the manager or the secretary of a building society when an order was made against it under section 6 of the Building Societies Act, 1960, or section 11 of the Prevention of Fraud (Investments) Act, 1958, or section 11 of the Prevention of Fraud (Investments) Act, 1939, within five years from the date of this application.

6. There accompany this application:—

(*a*) a report in Form H, signed by the auditors of the society stating that in their opinion the balance of the revenue and appropriation account for the last financial year preceding this application represents a surplus after making any adjustments which in their opinion are necessary to provide for diminution in value of assets, or in respect of items of an exceptional or abnormal nature.

(*b*) a statutory declaration in Form I by the manager/secretary of the society stating that none of its directors holds office at the date hereof for a fixed term exceeding five years from appointment, or for a term which is not fixed.

Registered Chief Office (Seal of the Society.)

Date

FORM G

BUILDING SOCIETIES ACTS, 1874 TO 1960

Statutory Declaration to accompany Form F, if required

..... Building Society

Register No. .....B

I .....

of .....

the secretary/manager of the above named society, do solemnly and sincerely declare that the undermentioned advance(s) shown in Schedule No. 3 of the said society's annual return(s) for the year(s) 19 , *[*or* in the auditors' report to the said society dated , 19] have been wholly repaid.

*Delete as appropriate.

Advances to individuals

Roll Number. Amount of advance.

Advances to bodies corporate

Register Number of Company. Amount of advance.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act, 1835.

Signature of Declarant .....

Declared at .....
.....
the ..... day of ....., one thousand nine hundred and ....., before me,

.....
A Commissioner for Oaths.*

* or Notary Public or Justice of the Peace.

FORM H

BUILDING SOCIETIES ACTS, 1874 TO 1960

Auditors' Report to accompany Form F

.....Building Society

Register No. .....B

I/We the undersigned, being the auditor(s) of the above named society, state that in my/our opinion the balance of the revenue and appropriation account for the year ended 19 , being the last financial year of the society ending before the date of its application for permission to commence advertising, represents a surplus after making any adjustments which in my/our opinion are necessary to provide for diminution in value of assets, or in respect of items of an exceptional or abnormal nature.

Signature(s)

Date

Address

FORM I

BUILDING SOCIETIES ACTS, 1874 TO 1960

Statutory Declaration to accompany Form F

.....Building Society

Register No. .....B

I .....

of .....

the secretary/manager of the above named society, do solemnly and sincerely declare that at the date of the application made by the said society for permission to commence advertising none of its directors held office for a fixed term exceeding five years from appointment, or for a term which was not fixed.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act, 1835.

Signature of Declarant.....

Declared at.....
.....
the.....day of
.....one thousand nine
hundred and.....before me.

.....
A Commissioner for Oaths.*

* or Notary Public or Justice of the Peace.

FORM J

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application to Register an Alteration of Rules, being a substitution of an entire set of rules for the existing set of rules, pursuant to section 18 *of the Building Societies Act,* 1874, *as amended*

.....Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

1. Application is hereby made for the registration of an alteration of rules, being a substitution of an entire set of rules for the existing set of rules.

2. The matters required to be provided for in the rules of a building society by section 16 of the Building Societies Act, 1874, section 1 of the Building Societies Act, 1894, and section 32 (1) of the Building Societies Act, 1960, are provided for in the rules, application for registration of which is hereby made, as follows:—

Matters required to be provided for	Number of Rule
(*a*) The name of the society and chief office or place of meeting for its business;	(*a*)
(*b*) The manner in which the stock or funds of the society is or are to be raised;	(*b*)
(*c*) The terms upon which unadvanced subscription shares are to be issued; the manner in which the contributions are to be paid to the society, and withdrawn by the members;	(*c*)
(*d*) The terms upon which paid-up shares, if any, are to be used and withdrawn;	(*d*)
(*e*) If preferential shares are to be issued, the issue and limits of issue thereof; if preferential shares are not to be issued, that they are not to be issued.	(*e*)
(*f*) The manner in which advances are to be made and repaid; the deductions, if any, for premiums, and the conditions upon which a borrower can redeem the amount due from him before the expiration of the period for which the advance was made;	(*f*)
(*g*) The manner in which losses are to be ascertained and provided for;	(*g*)
(*h*) The manner in which membership is to cease;	(*h*)
(*i*) The power to borrow money, and the limits thereof;	(*i*)
(*j*) The purpose to which the funds of the society are to be applied;	(*j*)
(*k*) The manner of remunerating auditors and the manner of appointing, remunerating, and removing the board of directors or committee of management, and other officers;	(*k*)
(*l*) The calling and holding of meetings;	(*l*)
(*m*) The right of members to requisition meetings;	(*m*)
(*n*) The manner in which notice of any resolutions to be moved at meetings is to be given to members;	(*n*)
(*o*) The procedure to be observed at meetings;	(*o*)
(*p*) The form of notice for the convening of a meeting and the manner of its service;	(*p*)
(*q*) The voting rights of members, the right to demand a poll and the manner in which a poll is to be taken;	(*q*)
(*r*) The settlement of disputes between the society and any of its members, or any person claiming by or through any member, or under the rules, whether by reference to the Court, or to the Registrar, or to arbitration;	(*r*)
(*s*) The device, custody, and use of the seal of the society, and that it shall bear the registered name thereof;	(*s*)
(*t*) The custody of the mortgage deeds and other securities belonging to the society;	(*t*)
(*u*) The powers and duties of the board of directors or committee of management and other officers;	(*u*)
(*v*) The fines and forfeitures to be imposed on members of the society; and	(*v*)
(*w*) The manner in which the society shall be terminated or dissolved.	(*w*)

3. There accompany this application:—

(*a*) two printed copies of the alteration of rules signed by three members and the secretary, marked "All previous rules rescinded." and marked to show the date of the passing of the special resolution by which the alteration was made;

(*b*) a printed copy of the existing set of rules;

(*c*) a statutory declaration of an officer of the society in Form L stating that the alteration of rules now submitted for registration was made on the day of 19 , by a special resolution as defined in section 29 of the Building Societies Act, 1960.

Registered Chief Office (Seal of the Society.)

Date

FORM K

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application to Register an Alteration of Rules, not being a substitution of an entire set of rules for the existing set of rules, pursuant to section 18 of the Building Societies Act, 1874, as amended

.....Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

1. Application is hereby made for the registration of an alteration of rules, not being a substitution of an entire set of rules for the existing set of rules.

2. There accompany this application :—

(*a*) two printed copies of the alteration of rules signed by three members and the secretary, and stating the date of the passing of the special resolution by which the alteration was made ;

(*b*) a printed copy of the existing set of rules, marked to show where and in what manner they have been altered ;

(*c*) a statutory declaration of an officer of the society in Form L stating that the alteration of rules now submitted for registration was made on the day of 19 , by a special resolution as defined in section 29 of the Building Societies Act, 1960.

(Seal of the Society.)

Registered Chief Office

Date

FORM L

BUILDING SOCIETIES ACTS, 1874 TO 1960

Statutory Declaration to accompany Application in Form J or Form K pursuant to section 18 of the Building Societies Act, 1874, as amended

.....Building Society

Register No. .....B

I, ...,

of .....

an officer of the above named society do solemnly and sincerely declare that the alteration of the rules of the said society, the application for the registration of which is appended to this declaration, was made by a special resolution, as defined in section 29 of the Building Societies Act, 1960, passed on the day of 19 .

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act, 1835.

Signature of Declarant.....

Declared at.....
.....
the.....day of
.....one thousand nine
hundred and.....before me.

.....
A Commissioner for Oaths.*

* or Notary Public or Justice of the Peace.

FORM M

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate of Registration of Alteration of Rules under section 18 of the Building Societies Act, 1874, as amended

The Registrar of Building Societies in England (or Scotland) hereby certifies that the alteration of the rules of the Building Society, Register No. B, to which this certificate is attached, is registered under the Building Societies Acts, 1874 to 1960, this day of one thousand nine hundred and

[Seal of the Central Office or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM N

BUILDING SOCIETIES ACTS, 1874 TO 1960

Request to Cancel Registry under section 6 (4) of the Building Societies Act, 1894.

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

1. The above-named society requests that its registry under the Building Societies Acts, 1874 to 1960, may be cancelled.

2. The request is made on the following grounds:—

(Seal of the Society)

Registered Chief Office

Date

FORM O

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Change of Chief Office pursuant to section 2 of the Building Societies Act, 1877

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that the above-named society on the day of 19 changed its Chief Office from

to

Signature of Secretary.

Date

FORM P

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate of Registration of Notice of Change of Chief Office under section 2 of the Building Societies Act, 1877

The Registrar of Building Societies in England (or Scotland) hereby certifies that the registered Chief Office of the
Building Society is from the date hereof the following:—

Date

[Seal of the Central Office or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM Q

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Change of Name pursuant to section 22 of the Building Societies Act, 1874, as amended

(Name already registered).

..... Building Society
Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that by a special resolution, as defined in section 29 of the Building Societies Act, 1960, passed at a meeting of the society held on the ..... day of ..... 19..., it was resolved that the name of the society be changed to ..... Building Society.

(Seal of the Society)

Registered Chief Office

Date

FORM R

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate of Registration of Change of Name under section 22 of the Building Societies Act, 1874, as amended

The Registrar of Building Societies in England (or Scotland) hereby certifies that the ..... Building Society, Register No. .....B, is from the date hereof registered in the name following:—

Dated the day of one thousand nine hundred and

[Seal of the Central Office or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM S

BUILDING SOCIETIES ACTS, 1874 TO 1960

Instrument of Dissolution pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No. .....B

Instrument of dissolution of the ..... Building Society, made the ..... day of ..... 19..., and signed by not less than three-fourths of the members holding not less than two-thirds of the number of shares in the said society.

It is agreed and declared as follows:—

1. The liabilities and assets of the society are the following:—

LIABILITIES	£	s.	d.	ASSETS	£	s.	d.

2. The number of members is ....., the number of shares is ....., and the amount standing to the credit of the members in the books of the society is £.....

3. The society owes to depositors the sum of £..... and to other creditors the sum of £..... and such sums shall be paid out of the first moneys which shall be received by the trustees hereby appointed [*or as the case may be*].

4. After payment of the claims of depositors and other creditors, the funds and property of the society shall be appropriated and divided among the members thereof in the proportion of the amount standing to each member's credit in the books of the society [*or as the case may be*].

5. The following persons are hereby appointed trustees for the purpose of the dissolution—

Full Name Address Description

6. The trustees shall be remunerated by the sum of [*or as the case may be*].

[7. *Any other provisions which the society desires to be made as to the dissolution*].

Signature of members

Number of shares held by members signing.

Signature of trustees

Seal of the Society

FORM T

BUILDING SOCIETIES ACTS, 1874 TO 1960

Statutory Declaration to accompany Instrument of Dissolution pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No. .....B

I, ...

of .....

an officer of the above named society, do solemnly and sincerely declare that the instrument of dissolution appended to this declaration is signed by not less than three-fourths of the members, holding not less than two-thirds of the number of shares in the said society.

And I make this solemn declaration, conscientiously believing the same to be true, and by virtue of the provisions of the Statutory Declarations Act, 1835.

Signature of Declarant .....

Declared at .....
.....
the ..... day of
..... one thousand
nine hundred and .....
before me,

.....
A Commissioner for Oaths.*

* or Notary Public or Justice of the Peace.

FORM U

BUILDING SOCIETIES ACTS, 1874 TO 1960

Certificate of Registration of Instrument of Dissolution under section 32 of the Building Societies Act, 1874

The Registrar of Building Societies in England (or Scotland) hereby certifies that the instrument of dissolution of the Building Society, Register No. ..... B, dated the day of one thousand nine hundred and is registered under the Building Societies Acts, 1874 to 1960, this day of one thousand nine hundred and

[Seal of the Central Office or signature of the Assistant Registrar of Friendly Societies for Scotland.]

FORM V

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for Award of Dissolution under section 7 of the Building Societies Act, 1894

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Application for an award of dissolution of the above named society is made by the members whose names are subscribed at the foot hereof.

1. The society consists of ..... members, one tenth of the whole number of whom (*or* 100 or more of whom *if the society has more than 1,000 members*) have signed this application.

2. The society is unable to meet the claims of its members, and it would be for their benefit that it should be dissolved.

3. The grounds upon which such inability is alleged are as follows:—
(state grounds).

4. The Registrar is hereby requested to make, or cause to be made, an investigation into the affairs of the society, with a view to the dissolution thereof.

Signature of members.

Registered Chief Office

Date

FORM W

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Commencement of Dissolution (where no Instrument of Dissolution is executed) pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given, that, in pursuance of the rules of the above named society, the dissolution of the society commenced on the ..... day of ....., 19

(Seal of the Society)

Name and address to which registered copy is to be sent } .....

Date

FORM X

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Commencement of Winding Up pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that an order for the winding up by the court [*or* for the voluntary winding up subject to the supervision of the court] of the above named society was made on the ..... day of ....., 19.....

(Seal of the Society)

Name and address to which registered copy is to be sent } .....

Date

FORM Y

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Termination of Dissolution pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No.....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that, pursuant to the instrument of dissolution [or rules,] of the above-named society, the dissolution thereof terminated on the ..... day of....., 19.....

..... } The trustees for the purpose of the dissolution [or three members and the secretary if the dissolution is not by instrument].
.....
.....
.....

Name and address to which registered copy is to be sent } .....

Date

FORM Z

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Termination of Winding up pursuant to section 32 of the Building Societies Act, 1874

..... Building Society

Register No.....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that the winding up by the court [*or* the voluntary winding up, subject to the supervision of the court] of the above-named society terminated on the ..... day of....., 19.....

..... Liquidator.

Name and address to which registered copy is to be sent } .....

Date

FORM AA

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Union of Societies pursuant to section 33 of the Building Societies Act, 1874, as amended

(A) ..... Building Society

Register No. ..... B

(B) ..... Building Society

Register No. ..... B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that at a meeting of the (A) ..... Building Society held on the day of 19 , a special resolution, as defined in section 29 of the Building Societies Act, 1960, was passed which approved the union of the said society with the (B) .... Building Society in accordance with the terms of the instrument of union, a copy of which signed by the secretary of each society is annexed to this notice,

And that at a meeting of the said (B) ..... Building Society held on the day of 19 , a special resolution, as defined in section 29 of the Building Societies Act, 1960, was passed which approved the union of the said (B) ..... Building Society with the said (A) ..... Building Society in accordance with the terms of the said instrument of union.

In accordance with section 56 of the Building Societies Act, 1960, a statement, the contents of which were approved by the Chief Registrar, has been sent to each member of the (A) ..... Building Society.

Omit where exemption from this requirement has been obtained.

In accordance with section 56 of the Building Societies Act, 1960, a statement, the contents of which were approved by the Chief Registrar, has been sent to each member of the (B) ..... Building Society.

Omit where exemption for this requirement has been obtained.

The whole number of shares of the (A) ..... Building Society is and the concurrence in writing of the holders of not less than two-thirds of such shares is submitted with this notice.

Omit where confirmation of union is sought without such concurrence.

The whole number of shares of the (B) ..... Building Society is and the concurrence in writing of the holders of not less than two-thirds of such shares is submitted with this notice.

Omit where confirmation of union is sought without such concurrence.

It is intended that the united society shall be called the Building Society and that its rules shall be those which are submitted with this notice, and signed by the secretary of each society.

(Seal of the (A) ..... Building Society.)

(Seal of the (B) ..... Building Society.)

Name and address to which registered copy is to be sent } ... .

Date

FORM AB

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of Transfer of Engagements pursuant to section 5 of the Societies (Miscellaneous Provisions) Act, 1940, as amended

(A) ..... Building Society

Register No. ..... B

(B) ..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given that at a meeting of the (A) ..... Building Society held on the day of 19 , a special resolution, as defined in section 29 of the Building Societies Act, 1960, was passed that the said society do transfer its engagements to the (B) .... Building Society, in accordance with the terms of the instrument of transfer a copy of which signed by the secretary of each society is annexed to this notice.

Omit where exemption from this requirement has been obtained.

In accordance with section 56 of the Building Societies Act, 1960, a statement, the contents of which were approved by the Chief Registrar, has been sent to each member of the (A) ..... Building Society.

Omit where confirmation of transfer is sought without such concurrence.

The whole number of shares of the (A) ..... Building Society is and the concurrence in writing of the holders of not less than two-thirds of such shares is submitted with this notice.

The (B) ..... Building Society

* Delete as applicable.

*by special resolution as defined in section 29 of the Building Societies Act, 1960

*with the consent of the Registrar by a resolution of a general meeting

*with the consent of the Registrar by a resolution of its Board of Directors or Committee of Management

has undertaken to fulfil the engagements of the (A) ..... Building Society in accordance with the terms of the said instrument of transfer.

Omit where exemption from this requirement has been obtained.

In accordance with section 56 of the Building Societies Act, 1960, a statement, the contents of which were approved by the Chief Registrar, has been sent to each member of the (B) ..... Building Society.

Omit where confirmation of transfer is sought without such concurrence.

The whole number of shares of the (B) ..... Building Society is and the concurrence in writing of the holders of not less than two thirds of such shares is submitted with this notice.

(Seal of the (A) ..... Building Society.)

(Seal of the (B) ..... Building Society.)

Name and address to which registered copy is to be sent. } .....

Date

FORM AC

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for consent to a Transfer of Engagements to a building society in Northern Ireland under section 57 of the Building Societies Act, 1960

(A) ..... Building Society

Register No. ..... B

(B) ..... Building Society

Register No. in Northern Ireland No.

To the Registrar of Building Societies in England (or Scotland).

Whereas at a meeting of the (A) ..... Building Society held on the day of , 19 , a special resolution, as defined in section 29 of the Building Societies Act, 1960, was passed that the said society do transfer its engagements to the (B) ..... Building Society, in accordance with the terms of the instrument of transfer a copy of which signed by the secretary of each society is annexed to this notice;

And whereas in accordance with sections 56 and 57 (5) of the Building Societies Act, 1960, a statement, the contents of which were approved by the Chief Registrar, has been sent to each member of the (A) ..... Building Society; — Omit where exemption from this requirement has been obtained.

And whereas the whole number of shares of the (A) ..... Building Society is and the concurrence in writing of not less than two-thirds of such shares is submitted with this notice; — Omit where confirmation of transfer is sought without such concurrence.

And whereas the (B) ..... Building Society by ..... — State in what manner

has undertaken to fulfil the engagements of the (A) ..... Building Society;

Application is hereby made to the Registrar for his consent to the said transfer.

(Seal of the (A) ..... Building Society.)

(Seal of the (B) ..... Building Society.)

Name and address to which registered copy is to be sent. } .....

Date

FORM AD

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for consent to a Transfer of Engagements from a building society in Northern Ireland under section 57 of the Building Societies Act, 1960

(A) ..... Building Society

Register No. ..... B

(B) ..... Building Society

Register No. in Northern Ireland No.

To the Registrar of Building Societies in England (or Scotland).

Whereas the (B) ..... Building Society has by..... — State in what manner.

resolved to transfer its engagements to the (A) ..... Building Society,

And whereas the (A) ..... Building Society

*Delete as applicable.

*by special resolution as defined in section 29 of the Building Societies Act, 1960,

*with the consent of the Registrar by a resolution of a general meeting,

*with the consent of the Registrar by resolution of its Board of Directors or Committee of Management

has undertaken to fulfil the engagements of the (B)..... Building Society ;

Omit where exemption from this requirement has been obtained.

And whereas in accordance with sections 56 and 57 (5) of the Building Societies Act, 1960, a statement approved by the Chief Registrar has been sent to each member of the (A) ..... Building Society ;

Omit where confirmation of transfer is sought without such concurrence.

And whereas the whole number of shares of the (A) ..... Building Society is and the concurrence in writing of not less than two-thirds of such shares is submitted with this notice ;

Application is hereby made to the Registrar for his consent to the said transfer.

(Seal of the (A) ..... Building Society.)

(Seal of the (B) ..... Building Society.)

Name and address to which registered copy is to be sent. } .....

Date

FORM AE

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for confirmation of Union or Transfer of Engagements under section 5 of the Societies (Miscellaneous Provisions) Act, 1940, as amended (or section 57 of the Building Societies Act, 1960)

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

The above named Society desires to unite with [*or* transfer its engagements to] [*or* accept a transfer of the engagements of] the ..... Building Society, Register No. .....B

and hereby applies to the Registrar to confirm the union [*or* transfer] notwithstanding that the written concurrence of the holders of two-thirds of the whole number of its shares has not been obtained in the manner required by the Building Societies Acts, 1874 to 1960.

(Seal of the Society making the application.)

Date

Note.—Notice of this application must be advertised in the London and Edinburgh Gazettes, and, if the Registrar so requires, in one or more newspapers as he may direct, at least one calendar month before this application can be heard.

FORM AF

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice under section 5 (2) *of the Societies* (*Miscellaneous Provisions*) *Act*, 1940 (*as amended*), (*or under section* 57 (2) *of the Building Societies Act*, 1960)

Notice is hereby given that the ..... Building Society, No. .....B whose registered chief office is at desires to unite with [*or* transfer its engagements to] [*or* accept a transfer of the engagements of] the..... Building Society, No. .....B and that the first-named society has applied to the Registrar of Building Societies to confirm the union [transfer] notwithstanding that the written concurrence of the holders of two-thirds of the whole number of shares of the said society has not been obtained in the manner required by the Building Societies Acts, 1874 to 1960.

The application will be heard after an interval of one calendar month from the date of this notice.

Any person claiming to be heard on such application should apply by letter to the Registrar of Building Societies, 17 North Audley Street, London W.1.

FORM AG

BUILDING SOCIETIES ACTS, 1874 TO 1960

Submission of a Dispute under section 34 *of the Building Societies Act*, 1874

Dispute between .....
and the ..... Building Society.

Register No. .....B

[The above-named parties agree to submit the dispute between them to the Registrar. — The part within brackets is not necessary where the rules direct disputes to be referred to the Registrar.

Signature of Claimant .....

(Seal of the Society.)]

The said ..... submits as follows:—

1. That he is a member of the said society [or claims by or through a member or under the rules, as the case may be].

2. That — Give particulars of the claim or contention.

3. That his case is proposed to be supported by the evidence of the following witnesses and by the production of the following documents:— — Give list.

Signature .....

Address .....

Date .....

The said society submit as follows:—

1. That they dispute the claim [or contention] of the said .... on the following grounds:—

State grounds of dispute.

2. That their case is proposed to be supported by the evidence of the following witnesses and the production of the following documents:—

Give list.

(Seal of the Society.)

Date .....

FORM AH

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for Inspection or Special Meeting under section 5 of the Building Societies Act, 1894, as amended

..... Building Society

Register No. .....B

1. We, the undersigned, being members of the above named society, hereby apply to the Chief Registrar of Friendly Societies to appoint an inspector to examine into and report on the affairs of the society [*or* to call a special meeting of the society].

2. The society has ..... members, and this application is signed by one-tenth of the members [*or* by 100 members *if the whole number exceeds 1,000*].

3. The grounds of the application are as follows:—

4. We are able to support the application by evidence which shows that we have good reason for making it, and are not actuated by malicious motives in doing so.

5. We are prepared, if required, to give security for costs to the extent of £.....

Signatures of Applicants.

Address to which communications are to be sent:—

Date

FORM AI

BUILDING SOCIETIES ACTS, 1874 TO 1960

Application for right to obtain names and addresses from a society's register of members under section 27 (4) of the Building Societies Act, 1960

To the Chief Registrar of Friendly Societies.

I, of

being a member of the Building Society,

Register No. B, hereby apply for the right to obtain names and addresses from the register of members of the said society.

I require the right for the purpose of communicating with members of the said society on a subject relating to the affairs of the said society, such subject being the following:—

Signature of Member .....

Date

FORM AJ

BUILDING SOCIETIES ACTS, 1874 TO 1960

Notice of change of directors, manager, or secretary of a society pursuant to section 53 (1) of the Building Societies Act, 1960

..... Building Society

Register No. .....B

To the Registrar of Building Societies in England (or Scotland).

Notice is hereby given of:—

(*a*) the appointment to office of the undermentioned persons.

Name (in full)	Address	Office to which appointed	Date of appointment

(*b*) the relinquishment of office of the undermentioned persons.

Name (in full)	Address	Office relinquished	Date of relinquishment

(Seal of the Society)

Date

FORM AK

BUILDING SOCIETIES ACTS, 1874 TO 1960

Return as to Sales of Properties and Transfer of Mortgages pursuant to section 13 (2) *of the Building Societies Act*, 1939

.....Building Society

Register No.....B

Return for the financial year ended 19

PROPERTIES SOLD

Roll number	If leasehold state term at date of advance	Valuation of property for purpose of advance	Date of Advance	Amount of Advance	Was the advance made under: a continuing arrangement ?	Was the advance made under: a special continuing arrangement as defined in section 5 of the Act ?	Date of completion of sale	Debt at date of completion of sale	Whether sale was by private treaty or by public auction	Sale price	Amount otherwise recovered	Source of recovery	Name and address of purchaser	Observations
1	2	3	4	5	6(a)	6(b)	7	8	9	10	11	12	13	14
	Years	£		£				£		£	£			

MORTGAGES TRANSFERRED

Roll number	If leasehold, state term at date of advance	Valuation of property for purpose of advance	Date of advance	Amount of advance	Was the advance made under:		Date of transfer	Debt at date of transfer	Considera-tion for transfer	Name and address of transferee	Observations
					a continuing arrange-ment ?	a special continuing arrange-ment as defined in section 5 of the Act ?					
1	2	3	4	5	6(a)	6(b)	7	8	9	10	11
	Years	£		£				£	£		

Signature of Director.....

Signature of Director.....

Signature of Manager or Secretary.....

Date.....

SECOND SCHEDULE

	£	s.	d.
For the certificate of incorporation of a society	30	0	0
For a certificate as to evidence that requisite minimum subscription has been paid by founding members	5	0	0
For permission to commence advertising	5	0	0
For the certificate of registration of an alteration of rules being a substitution of an entire set of rules for the existing set of rules	10	0	0
For the certificate of registration of an alteration of rules not being a substitution of an entire set of rules for the existing set of rules	5	0	0
For cancellation of registry at the request of a society	3	0	0
For a certificate of registration of notice of a change of chief office		10	0
For a certificate of registration of a change of name	3	0	0
For the certificate of registration of an instrument of dissolution, or alteration therein, or for an award for dissolution, where a society has—			
(*a*) 1,000 members or less	5	0	0
(*b*) More than 1,000 members	10	0	0
For registration of notice of termination of a society or notice of the commencement or termination of a dissolution or winding up		10	0
For registration of a union, to be paid by each uniting society, where a society has			
(*a*) 1,000 members or less	5	0	0
(*b*) more than 1,000 members	10	0	0
For registration of a transfer of engagements, where the transferring society, whether or not registered, or deemed to be registered, in Northern Ireland, has			
(*a*) 1,000 members or less	5	0	0
(*b*) more than 1,000 members	10	0	0
For confirmation of a union or transfer of engagements	7	0	0
For every award by the Registrar on a dispute ... ... and, if more than one hearing, or an adjournment, becomes necessary, then £2 more for every hearing after the first, and for every adjournment.	5	0	0
For every order for discovery	2	0	0
For every permission exempting a society or unincorporated society from restrictions on special advances	5	0	0
For every approval of an arrangement for meeting of losses by investors	5	0	0
For the appointment of an inspector, or calling of a special meeting, by the Chief Registrar	5	0	0
For every direction conferring the right to inspect the register of members of a society or unincorporated society	1	0	0
For every document (except as otherwise provided) required to be signed by the Chief Registrar or by a Registrar, or to bear the seal of the Central Office		10	0
For every inspection on the same day of documents (whether one or more) in the custody of the Registrar, relating to one and the same society		2	6

For a copy or extract of any document in the custody of the Registrar, not exceeding 216 words, 5s., and, if exceeding that number, 1s. per folio of 72 words, in addition to the fee, if any, for the signature of the Chief Registrar, a Registrar or seal of the Central Office.

For any document certified as a true copy of a document in the custody of the Registrar, when the copy so certificd is not made by the Registrar, 1s. 6d., for the examination of such copy, and if the copy exceeds 216 words, for every additional folio of 72 words, 6d. (in addition to the fee for the signature of the Chief Registrar, a Registrar, or seal of the Central Office).

EXPLANATORY NOTE

(This note is not part of the regulations, but is intended to indicate their general purport.)

These regulations prescribe the forms of certificate to be issued by the Registrar under the Building Societies Acts, 1874 to 1960, and of applications, notices and other documents to be sent to him by building societies under those Acts. They also prescribe the fees payable in connection with the Registrar's functions.

The regulations supersede the statutory provisions and regulations which previously governed those matters.