1969. No. 353 **[C]**

INDUSTRIAL AND PROVIDENT SOCIETIES

REGULATIONS, DATED 30TH DECEMBER 1969, MADE BY THE MINISTRY OF COMMERCE UNDER SECTION 97 OF THE INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969.

The Ministry of Commerce, in exercise of the powers conferred upon it by the Industrial and Provident Societies Act (Northern Ireland) 1969(a) and all other powers enabling it in that behalf, hereby makes the following Regulations:—

Citation

1. These Regulations may be cited as the Industrial and Provident Societies Regulations (Northern Ireland) 1969.

Revocation

2. The Regulations specified in Schedule 3 are hereby revoked.

Interpretation

3. In these Regulations—

"the Act" means the Industrial and Provident Societies Act (Northern Ireland) 1969;

"society" means an industrial and provident society registered or deemed to be registered under the Act but does not include a credit union;

"registered Great Britain society" has the meaning assigned to it by section 102(1) of the Act.

Forms

4.—(1) The forms contained in Schedule 1 shall be used for the appropriate matters to which the forms relate and may be varied by the authority of the registrar as the circumstances of a particular case may in his view require.

(2) Every application, notice or other document sent before 1st July 1970 to the registrar in a form prescribed by any Regulations revoked by these Regulations shall be deemed for the purposes of these Regulations to be in the form prescribed by these Regulations.

Recording of Rules of Great Britain society

5. Every application in Form D to record rules, or amendments of rules, of a registered Great Britain society shall be accompanied by two copies of the rules or amendments of rules under the seal of the Central Office or under the signature of the Assistant Registrar for Scotland, as the case may be.

Amendments of Rules

6. Every application in Form E or Form F to register an amendment of the rules of a society shall be accompanied by a statutory declaration in Form G.

(a) 1969, c. 24 (N.I.).

Cancellation of Registration

7. Every request in Form L to cancel the registration of a society shall be accompanied by a sum of money sufficient to defray the expense of publishing notices of cancellation as required by section 15(6) of the Act.

Special Resolutions

8. Every application in Form U to register a special resolution of a society for its amalgamation with one or more other societies shall be made in duplicate and be accompanied by a statutory declaration in Form W. Such a special resolution shall not be registered until an application to register a special resolution in like terms has been made by the other amalgamating society or as the case may be by each of the other amalgamating societies.

9. Every application in Form V to register a special resolution of a society for the transfer of its engagements to another society shall be made in duplicate and be accompanied by statutory declarations in Form W and Form X.

10. Every application in Form Y to register a special resolution of a society for its conversion into a company shall be made in triplicate and be accompanied by a statutory declaration in Form W.

11. Every application to register a special resolution of a society for the transfer of its engagements to a company shall be made in duplicate in Form V with the necessary modifications to suit the facts, and be accompanied by statutory declarations in Form W and Form Z.

Instrument of Dissolution

12. Every instrument of dissolution in Form AB shall be submitted in duplicate and be accompanied by a statutory declaration in Form AC and by a sum of money sufficient to defray the expense of publishing notice of dissolution as required by section 67(6) of the Act.

Recording of Charges under Section 29

13. Every application to record a charge for the purposes of section 29(1) of the Act shall be made to the registrar in Form AJ and a copy of the instrument which creates or is evidence of the charge shall be annexed to the application.

14. Every copy of an instrument annexed to the application referred to in Regulation 13 shall be authenticated by a certificate endorsed thereon that it is a true copy, which certificate shall be signed by an officer of the society which executed the charge, or a person interested in the charge otherwise than on behalf of the society, or a solicitor acting on behalf of the society or of some person so interested, and shall state the capacity in which he has signed it.

15. The acknowledgment of an application to record a charge shall be in Form AK.

16. Notice may be given to the registrar of any release relating to or of any partial or complete satisfaction of a charge, and such notice shall be in Form AL or Form AM.

17. A statutory declaration in Form AN shall be annexed to every such notice in Form AL or Form AM.

Statutory Declarations

18. Where a document is appended or annexed to a statutory declaration submitted in accordance with these Regulations, the statutory declaration shall identify with a distinguishing mark or letter the document so appended or annexed.

Public Files

19.—(1) The registrar shall keep for each society a file of documents relating to the society and make it available for inspection during office hours by the public on payment of the appropriate fee.

(2) The file shall consist of the registered rules of the society, annual returns submitted under section 48 of the Act, documents required to be filed for the purposes of section 29 of the Act, and such other classes of document submitted under the Act or these Regulations as the registrar shall direct in accordance with section 98(1) of the Act to be kept on the file.

(3) The registrar shall also keep for each society whose rules have been recorded by him a file containing those rules and make it available for inspection as aforesaid.

Fees

20. The fees set out in Schedule 2 shall be payable in advance to the registrar in respect of the matters specified in that Schedule.

Sealed with the Official Seal of the Ministry of Commerce for Northern Ireland this 30th day of December 1969.

(L.S.)

W. L. Robinson,
Assistant Secretary.

SCHEDULE 1

FORM A

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for the Registration of a Society pursuant to section 2 of the said Act

To the Registrar.

1. We, the undersigned, being seven members and the secretary of a society hereby apply for the registration of the society under the Industrial and Provident Societies Act (Northern Ireland) 1969 under the name ..... Limited and herewith send two printed copies of its rules, both of which copies are signed at the end thereof by each of us.

2. The rules contain provision in respect of various matters but include in particular the following matters which are mentioned in Part I of Schedule 1 to the said Act:—

Matters to be provided for	Number of Rule
(*a*) The name of the society.	(*a*)
(*b*) The objects of the society.	(*b*)
(*c*) The registered office of the society, to which all communications and notices to the society may be addressed.	(*c*)
(*d*) The terms of admission of the members, including any society or company investing funds in the society under the provisions of the said Act.	(*d*)
(*e*) The mode of holding meetings, the scale and right of voting, and the mode of making, altering or rescinding rules.	(*e*)
(*f*) The appointment and removal of a committee of management (by the name of) and of managers or other officers, and their respective functions and remuneration.	(*f*)
(*g*) The maximum amount of interest in the shares of the society which may be held by any member otherwise than by virtue of section 6(1)(*a*) or (*b*) of the said Act.	(*g*)
(*h*) Whether the society may contract loans or receive money on deposit subject to the provisions of the said Act from members or others; and, if so, under what conditions, under what security, and to what limits of amount.	(*h*)
(*i*) Whether the shares or any of them shall be transferable, the form of transfer and registration of the shares, and the consent of the committee thereto; whether the shares or any of them shall be withdrawable, and the mode of withdrawal, and the payment of the balance due thereon on withdrawing from the society.	(*i*)
(*j*) The audit of accounts.	(*j*)
(*k*) Whether and, if so, how members may withdraw from the society, and provision for the claims of the representatives of deceased members or the trustees of the property of bankrupt members, and for the payment of nominees.	(*k*)
(*l*) The mode of application of profits.	(*l*)
(*m*) The custody and use of the society's seal.	(*m*)
(*n*) Whether and, if so, by what authority, and in what manner, any part of the society's funds may be invested.	(*n*)

Signatures of Applicants	Full Names	Addresses
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Full Name Address

..... Signature of Secretary.

Date .....

Name and address to which communications are to be sent:—

.....

FORM B

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of Society

Register No. .....

..... Limited is registered under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

Signature of Registrar or Assistant Registrar

.....

FORM C

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Approval of Change of Name pursuant to section 5 of the said Act

Name already registered ..... Limited
Register No. .....

To the Registrar.

1. By a resolution passed at a general meeting of the society held on ....., of which notice of the intention to propose the resolution was duly given in accordance with section 5 of the said Act, it was resolved that the name of the society be changed to ..... Limited.

2. Application is hereby made for approval of the said change of name.

Signed on behalf of the Society

Date .....

.....
Secretary.

FORM D

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application to record Rules or Amendments of Rules pursuant to section 102 of the said Act

Name of Society ..... Limited

Registered Office .....

Register No. .....

To the Registrar.

1. Application is hereby made to record the rules (or an amendment of the rules) of ..... Limited.

2. With this application are sent two printed copies of the registered rules (or the registered amendment of rules) of the society, such copies being under the seal of the Central Office or under the signature of the Assistant Registrar for Scotland.

Signed on behalf of the Society

Date ....
Secretary.

FORM E

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application to register a Complete Amendment of Rules pursuant to section 9 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

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

2. The rules contain provision in respect of various matters but include in particular the following matters which are mentioned in Part I of Schedule 1 to the said Act:—

Matters to be provided for	Number of Rule
(*a*) The name of the society.	(*a*)
(*b*) The objects of the society.	(*b*)
(*c*) The registered office of the society, to which all communications and notices to the society may be addressed.	(*c*)
(*d*) The terms of admission of the members, including any society or company investing funds in the society under the provisions of the said Act.	(*d*)
(*e*) The mode of holding meetings, the scale and right of voting, and the mode of making, altering or rescinding rules.	(*e*)
(*f*) The appointment and removal of a committee of management (by the name of) and of managers or other officers, and their respective functions and remuneration.	(*f*)

FORM E—*continued.*

Matters to be provided for	Number of Rule
(*g*) The maximum amount of interest in the shares of the society which may be held by any member otherwise than by virtue of section 6(1)(*a*) or (*b*) of the said Act.	(*g*)
(*h*) Whether the society may contract loans or receive money on deposit subject to the provisions of the said Act from members or others; and, if so, under what conditions, under what security, and to what limits of amount.	(*h*)
(*i*) Whether the shares or any of them shall be transferable, the form of transfer and registration of the shares, and the consent of the committee thereto; whether the shares or any of them shall be withdrawable, and the mode of withdrawal, and the payment of the balance due thereon on withdrawing from the society.	(*i*)
(*j*) The audit of accounts.	(*j*)
(*k*) Whether and, if so, how members may withdraw from the society, and provision for the claims of the representatives of deceased members or the trustees of the property of bankrupt members, and for the payment of nominees.	(*k*)
(*l*) The mode of application of profits.	(*l*)
(*m*) The custody and use of the society's seal.	(*m*)
(*n*) Whether and, if so, by what authority, and in what manner, any part of the society's funds may be invested.	(*n*)

3. There accompany this application:—

(*a*) two printed copies of the amendment of rules, one marked ..... and each headed "All previous rules rescinded" and signed at the end by three members and the secretary of the society;

(*b*) a statutory declaration of an officer of the society that the amendment now submitted for registration has been duly made by the society.

Signed on behalf of the Society

Date .....

.....
Secretary.

FORM F

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application to register a Partial Amendment of Rules pursuant to section 9 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

1. Application is hereby made for the registration of an amendment 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 amendment of rules, one marked ..... and each signed by three members and the secretary of the society;

(*b*) a printed copy of the existing set of rules, marked to show where each amendment occurs, and what it is;

(*c*) a statutory declaration of an officer of the society that the amendment now submitted for registration has been duly made by the society.

Signed on behalf of the Society

Date .....

.....
Secretary.

FORM G

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Declaration in support of an Amendment of Rules pursuant to Regulation 6 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Society ..... Limited.

Register No. .....

I, ...

of .....,
an officer of the above-named society, do solemnly and sincerely declare that the amendment of the rules of the said society, a copy of which is appended hereto and marked ....., has been duly made by the society in the manner provided in the rules of the society for the making, altering or rescinding of rules.

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

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of Amendment of Rules

Register No. .....

The amendment of the rules of ..... Limited, to which this acknowledgment is attached, is registered under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

.....
Signature of Registrar or
Assistant Registrar.

FORM I

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Change in Situation of Registered Office pursuant to section 9 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

Notice is hereby given that the above-named society on ..... changed the situation of its registered office from ..... to .....

Signed on behalf of the Society

Date .....

.....
Secretary.

FORM J

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of Change in Situation of Registered Office

Register No. .....

The change in the situation of the registered office of ..... Limited to ..... is registered as an amendment of rules under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

.....
Signature of Registrar or
Assistant Registrar.

FORM K

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of Change of Name

Register No. .....

The change of the name of ..... Limited to ..... Limited is hereby approved and has been registered as an amendment of rules under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

.....
Signature of Registrar or Assistant Registrar.

FORM L

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Request to cancel Registration pursuant to section 15 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

1. At a general meeting of the society* .... duly held on ..... the following resolution was passed:—

"That the Registrar be requested to cancel the registration of the Society."

*If not at a general meeting, state in what manner the request has been determined upon.

2. This request is made accordingly, the grounds of the request being as follows:—

3. It is desired that notice of the cancellation be published in the [*name the newspaper*] which circulates in the locality of the society's registered office as well as the *Belfast Gazette*, and the cost of such advertisements is herewith transmitted.

Signed on behalf of the Society

Date .....

.....
Secretary.

FORM M

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice before Cancellation or Suspension of Registration pursuant to sections 15 and 16 of the said Act

Name of Society ..... Limited.

Register No. .....

Notice is hereby given to the above-named society that it is the intention of the Registrar to proceed on ..... to cancel [*or* to suspend for ..... months] the registration of the society, unless an appeal to the High Court is lodged by the society in the meantime.

The ground of such proposed cancellation [*or* suspension] is as follows:—

Date .....

.....
Signature of Registrar or Assistant Registrar.

FORM N

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Cancellation of Registration pursuant to section 15 of the said Act

Name of Society ..... Limited.

Register No. .....

The registration of the above-named society is hereby cancelled at its request [*or as the case may be*].

.....
Signature of Registrar or
Assistant Registrar.

Date .....

FORM O

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Suspension or renewal of Suspension of Registration pursuant to section 16 of the said Act

Name of Society ..... Limited.

Register No. .....

The registration of the above-named society is hereby suspended for ..... months from this date on the ground that

.....
Signature of Registrar or
Assistant Registrar.

Date .....

FORM P

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Cancellation or Suspension pursuant to sections 15 and 16 of the said Act

Notice is hereby given that the Registrar has, pursuant to the Industrial and Provident Societies Act (Northern Ireland) 1969, this day cancelled [*or* suspended for ..... months] the registration of ..... Limited (Register No. .....) the registered office of which is at .....
.....

(*Here state the ground for cancellation or suspension.*)

The society ceases to enjoy [during such suspension] the privileges of a registered society, but without prejudice to any liability incurred by the society, which may be enforced against it as if such cancellation [*or* suspension] had not taken place.

.....
Signature of Registrar or
Assistant Registrar.

Date .....

FORM Q

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Appointment of a Receiver or Manager pursuant to section 52 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

I, ...
of .....,
hereby give notice that on ..... I was appointed manager/receiver*—

*of the whole or substantially the whole of the property of the above-named society

*of part of the property of the above-named society

*of the income arising from the property or part of the property of the above-named society

*Delete as necessary.

under the powers contained in an instrument dated .....

Signature .....
Date .....

FORM R

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Ceasing to Act as Receiver or Manager pursuant to section 52 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

I, ...
of .....,
hereby give notice that I ceased to act as Receiver or Manager of
.....
.....
..... Limited
on .....

Signature .....
Date .....

FORM S

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Inspection of Books pursuant to section 56 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

1. Application for the appointment of an Accountant or Actuary to inspect the books of the above-named society, and to report thereon, is hereby made by the ten signatories hereof, being members of the society, each of whom has been a member for not less than twelve months immediately preceding the date of the application.

2. The grounds of the application are as follows:

3. The applicants are prepared to deposit with the Registrar the sum of £..... as security for the costs of the proposed inspection.

4. Any communication to the applicants should be sent to the following address:—

.....

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

Date .....

FORM T

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Inspection or Special Meeting pursuant to section 58 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

1. We, the undersigned, being members of the above-named society hereby apply for the appointment of an inspector to investigate and report on the affairs of the society [*or* for the calling of a special meeting of the society].

2. The above-named 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 £.....

6. Any communication to us should be sent to the following address:—

.....

Signatures of Applicants.

Date .....

FORM U

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Registration of Special Resolution for Amalgamation of Societies pursuant to section 59 of the said Act

..... Limited.

Register No. .....

..... Limited.

Register No. .....

(*And so on, if more than two societies are amalgamating*).

To the Registrar.

1. Application for registration of a special resolution for the amalgamation of the above-named societies is made by .....
..... Limited whose seal is affixed hereto.

2. The following is a copy of a special resolution passed by a majority of not less than two-thirds of such members for the time being entitled under the rules to vote as voted in person (or by proxy*) at a general meeting of the said society, of which notice specifying the intention to propose the resolution was duly given according to the rules, held on ..... and confirmed by a majority of such members for the time being entitled under the rules to vote as voted in person (or by proxy*) at a subsequent general meeting, of which notice was duly given, held on ..... pursuant to section 59 of the above-mentioned Act:—

*The words in brackets must be struck out if the rules do not allow proxies.

(Seal of the applicant Society.)

..... Signature of Chairman of Meeting at which resolution was confirmed.

..... Signature of Secretary.

Date .....

FORM V

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Registration of a Special Resolution for Transfer of Engagements of one Society to another Society pursuant to section 60 of the said Act

Name of transferor Society ..... Limited.

Register No. .....

Name of transferee Society ..... Limited.

Register No. .....

To the Registrar.

1. Application for registration of a special resolution for transfer of engagements is made by ..... Limited, whose seal is affixed hereto.

2. The following is a copy of a special resolution passed by a majority of not less than two-thirds of such members for the time being entitled under the rules to vote as voted in person (or by proxy*) at a general meeting of the said society, of which notice specifying the intention to propose the resolution was duly given according to the rules, held on ..... and confirmed by a majority of such members for the time being entitled under the rules to vote as voted in person (or by proxy*) at a subsequent general meeting, of which notice was duly given, held on ..... pursuant to section 60 of the above-mentioned Act:—

*The words in brackets must be struck out if the rules do not allow proxies.

3. ..... Limited has (*state in what manner*)

undertaken to fulfil the said engagements, as testified by its common seal to this application, and by the declaration of one of its officers sent with this application.

(Seal of the transferor Society)

..... Signature of Chairman of Meeting of the transferor Society at which resolution confirmed.

..... Signature of Secretary of the transferor Society.

(Seal of the transferee Society)

Date .....

FORM W

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Declaration to accompany Application for Registration of a Special Resolution for Amalgamation of Societies or for Transfer of Engagements of one Society to another pursuant to Regulations 8 and 9 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969 (or to accompany Application for Registration of a Special Resolution for conversion into or transfer of engagements to a company pursuant to Regulations 10 and 11 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969)

Name of Society ..... Limited.

Register No. .....

I, ...
of .....,
an officer of the above-named society, do solemnly and sincerely declare that in passing the special resolution, application for registration of which is appended to this declaration and marked ....., the provisions of the Industrial and Provident Societies Act (Northern Ireland) 1969 have been duly complied with.

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 X

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Declaration by Officer of Society accepting Transfer of Engagements pursuant to Regulation 9 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Society ..... Limited.

Register No. .....

I, ...
of .....,
an officer of the above-named society, do solemnly and sincerely declare that by a resolution of a meeting of the society [*or* of the Committee of Management] held on ....., the said society has undertaken to fulfil the engagements of ..... Limited (Register No. .....).

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 Y

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application for Registration of Special Resolution for Conversion into a Company pursuant to section 61 of the said Act

Name of Society ..... Limited.

Registered Office .....

Register No. .....

To the Registrar.

1. Application for registration of a special resolution for conversion of the above-named society into a company is made by the said society.

2. The following is a copy of a special resolution passed by a majority of not less than three-fourths of such members for the time being entitled under the rules to vote as voted in person [or by proxy*] at a general meeting of the society, of which notice specifying the intention to propose the resolution was duly given according to the rules, held on ..... and confirmed by a majority of such members for the time being entitled under the rules to vote as voted in person [or by proxy*] at a subsequent general meeting of which notice was duly given, held on ..... pursuant to section 61 of the above-mentioned Act:—

*The words in brackets must be struck out if the rules do not allow proxies.

(Seal of the Society)

..... Signature of Chairman of Meeting at which resolution was confirmed.

..... Signature of Secretary.

Date .....

FORM Z

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Declaration by Officer of Company accepting Transfer of Engagements pursuant to Regulation 11 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Company ..... Limited.

I, ...
of .....,
an officer of the above-named company, do solemnly and sincerely declare that by a resolution of a special meeting of the company held on .....
[*or stating by what authority the transfer of engagements is accepted*], the company has undertaken to fulfil the engagements of .....
..... Limited (Register No. .....).

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 AA

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of copy of Special Resolution

Name of Society ..... Limited.

Register No. .....

The copy of the special resolution appended hereto is registered under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

.....
Signature of Registrar or
Assistant Registrar.

FORM AB

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Instrument of Dissolution pursuant to section 67 of the said Act

Name of Society ..... Limited.

Register No. .....

Instrument of dissolution of .... Limited made on ....., pursuant to section 67 of the Industrial and Provident Societies Act (Northern Ireland) 1969.

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 ..... and the nature of their interests in the society respectively is as follows:—

3. The sum of £..... is due to creditors and the following provision is made for their payment:—

or

The society has no creditors.

4. The funds and property of the society shall be appropriated and divided in the following manner (or in such manner as the Registrar may award):—

5. It is desired that notice of the dissolution be advertised in the [*name the newspaper*] which circulates in the locality of the society's registered office as well as in the *Belfast Gazette* and the cost of such advertisements is herewith transmitted.

[*Here insert any other provisions which the society desires to make as to the dissolution.*]

Signatures of members:—

SCHEDULE

List of members who have not signed the foregoing instrument:—

FORM AC

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Declaration to accompany Instrument of Dissolution pursuant to section 67 of the said Act

Name of Society ..... Limited.

Register No. .....

We, ...
.....
and ..... three members
and .....
the secretary of the above-named society, do solemnly and sincerely declare that in making the Instrument of Dissolution appended to this declaration and marked ..... all the relevant provisions of the Industrial and Provident Societies Act (Northern Ireland) 1969 have been complied with.

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

Signatures of Declarants .....
.....
.....
.....

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 AD

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Registration of Instrument of Dissolution

Name of Society ..... Limited.

Register No. .....

The foregoing Instrument of Dissolution is registered under the Industrial and Provident Societies Act (Northern Ireland) 1969 this ..... day of ..... 19....

.....
Signature of Registrar or
Assistant Registrar.

FORM AE

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Dissolution by Instrument pursuant to section 67 of the said Act

NOTICE is hereby given that the instrument of dissolution of .....
..... Limited (Register No. .....),
the registered office of which is at .....
.....
....., was registered on
..... Within three months from the date of the *Belfast Gazette* in which this advertisement appears proceedings to set aside the dissolution may be commenced by a member or other person interested in or having any claim on the funds of the society.

.....
Signature of Registrar or
Assistant Registrar.

Date .....

FORM AF

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Proceedings to set aside Dissolution pursuant to section 67 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

Whereas on ..... the instrument of dissolution of the above-named society was registered,

I hereby give you notice that on .....
I commenced proceedings in the ..... County Court to set aside the said dissolution.

Signature .....

Address .....

Date .....

FORM AG

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Order to set aside Dissolution pursuant to section 67 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

Whereas on ..... the instrument of dissolution of the above-named society was registered,

The above-named society hereby gives you notice that by an order of the ..... County Court, dated .....,
a copy whereof is hereto annexed, the dissolution of the said society was set aside.

(Seal of the Society.)

Date .....

FORM AH

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Certificate under section 68 of the said Act

Name of Society ..... Limited.

Register No. .....

I hereby certify that all property vested in the above-named society has been duly conveyed or transferred by the society to the persons entitled.

Liquidator (or Secretary)

Date .....

FORM AI

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Reference of a Dispute to the Registrar pursuant to section 69 of the said Act

Dispute between .....
and (..... an Officer of)
..... Limited (Register No. .....).

The above-named parties, by consent, refer the dispute between them to the Registrar.

..... (Claimant)

..... (Officer of Society)

The said ..... states as follows:—

1. That he is (or has within six months been) a member (or claims through a member or person aggrieved who within six months has been a member, or under the Rules) of the said Society.

2. That he claims to be entitled as follows:—

3. That the claim is proposed to be supported by the evidence of the following witnesses and by the production of the following books and documents:—

Signature .....

Address .....

Date .....

The said Society (or the said .....
as an officer of the said Society) states as follows:—

1. That the Society (or he) disputes the claim of the said .....
on the following grounds:—

2. That the case of the Society (or his case) is proposed to be supported by the evidence of the following witnesses and by the production of the following books and documents:—

Seal of Society or
Signature of the Officer .....

Date .....

FORM AJ

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Application to record a Charge for the purposes of section 29 of the said Act

Name of Society ..... Limited.

Register No. .....

To the Registrar.

Application is hereby made to record the charge on assets of the above-named society which is created or is evidenced by an instrument dated ..... and made between ....., a certified true copy of which is annexed hereto.

Signature (*) .....

Full name and address of signatory .....

.....

Capacity in which signatory signs .....

Date .....

*This Application is required to be signed by an officer of the society or by a person interested in the charge otherwise than on behalf of the society or by a solicitor acting on behalf of the society or of some person so interested.

FORM AK

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Acknowledgment of Application to record a Charge for the purposes of section 29 of the said Act

Name of Society ..... Limited.

Register No. .....

An application dated ..... to record the charge on assets of the above-named society which was created or evidenced by an instrument dated ..... and made between ....., a certified true copy of which was annexed thereto, was delivered to the Registrar on .....

.....

Signature of Registrar or Assistant Registrar.

Date .....

FORM AL

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of Release relating to a Charge pursuant to Regulation 16 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Society ..... Limited.

Register No. .....

To the Registrar.

The above-named society hereby gives notice that the property of which short particulars are set out below has been released from the charge of which application to record was delivered to the Registrar on .....

Short particulars of the property no longer charged:—

Signed on behalf of the Society

.....,

Secretary.

Date .....

FORM AM

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Notice of partial or complete Satisfaction of a Charge pursuant to Regulation 16 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Society ..... Limited.

Register No. .....

To the Registrar.

The above-named society hereby gives notice that the charge of which application to record was delivered to the Registrar on ..... was *satisfied on ..... to the extent of £....., the debt for which the charge was given having been partly paid or satisfied.
*wholly satisfied on ....., the debt for which the charge was given having been paid or satisfied.

*Delete as necessary.

Signed on behalf of the Society

.....
Secretary.

Date .....

FORM AN

INDUSTRIAL AND PROVIDENT SOCIETIES ACT (NORTHERN IRELAND) 1969

Statutory Declaration pursuant to Regulation 17 of the Industrial and Provident Societies Regulations (Northern Ireland) 1969

Name of Society ..... Limited.

Register No. .....

We, ... of .....,
a member of the Committee of Management [*or* a director] of .....
..... Limited, and .....
..... of ....., the secretary thereof, do solemnly and sincerely declare that the particulars contained in the Notice annexed hereto are true to the best of our knowledge, information and belief.

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

Signatures of Declarants ....

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

.....
A Commissioner for Oaths*

**or* Notary Public *or* Justice of the Peace.

SCHEDULE 2

Fees payable for registration and sundry other matters

	£	s.	d.
For the acknowledgment of registration of a society	20	0	0
For the acknowledgment of registration of an amendment of rules being a substitution of an entire set of rules for the existing set of rules	8	0	0
For the acknowledgment of registration of an amendment of rules not being a substitution of an entire set of rules for the existing set of rules (except that no fee shall be payable for the acknowledgment of registration of an amendment of rules made for the purposes of sections 9(2)(*b*) and 10 of the Act)	4	0	0
For the approval of a change of name	2	0	0
For the registration of a notice of a change in the situation of a registered office		7	6
For the registration of a special resolution—			
(1) where the special resolution relates to an amalgamation or a transfer of engagements and the society passing it has—			
(*a*) 100 members or less	2	0	0
(*b*) more than 100 members but not more than 500	3	0	0
(*c*) more than 500 members but not more than 1,000	4	0	0
(*d*) more than 1,000 members	5	0	0
(2) where the special resolution relates to a conversion	2	0	0
For the appointment of an inspector, or the calling of a special meeting, by the Registrar	5	0	0
For the registration of an instrument of dissolution or alteration therein where the society has—			
(*a*) 100 members or less	2	0	0
(*b*) more than 100 members but not more than 500	3	0	0
(*c*) more than 500 members but not more than 1,000	4	0	0
(*d*) more than 1,000 members	5	0	0
For the award of the Registrar on a dispute—			
where the matter is settled without an oral hearing or upon one such hearing without adjournment	5	0	0
and if more than one such hearing or adjournment becomes necessary, then for every such hearing after the first, and for every adjournment	2	0	0
For the award of the Registrar for the appropriation or division of the funds and property of a society on dissolution—			
(a) where the funds and property do not exceed £200	2	0	0
(*b*) where they exceed £200—			
for the first £200	2	0	0
for every additional £100 or part of £100		10	0
For the acknowledgment of an application to record a charge pursuant to section 29 of the Act	1	0	0
For every document (except as otherwise provided) required to be signed by the Registrar, not chargeable with any other fee		7	6
For every inspection on the same day of documents (whether one or more) on the file kept by the Registrar under Regulation 19 relating to one and the same society		2	6

For a copy or extract of any documents on a file kept as aforesaid, not exceeding 216 words, 5s., and if exceeding that number, 1s. for every additional folio of 72 words (in addition to the fee, if any, for the signature of the Registrar) (except that the Registrar may dispense with the fee for a copy or extract of an amendment of rules made for the purposes of section 10 of the Act).

For a document certified as a true copy of a document on a file kept as aforesaid, where the copy so certified is not made by the Registrar and does not exceed 216 words, 1s. 6d., for the examination of the copy and for every additional folio of 72 words, 6d. (in addition to the fee for the signature of the Registrar): provided that the fee to be charged for the examination and authentication of copies of rules or amendments of rules required for the purposes of recording shall not be greater than the fee paid for acknowledgment of registration of the society or of the amendment of rules as the case may be.

The fee for the acknowledgment of registration of a society whose objects, rules or other special circumstances in the opinion of the Registrar entitle the society to a reduction may be reduced to not less than £3, and in like circumstances the fee for an acknowledgment of registration of an amendment of rules, being a substitution of an entire set of rules for the existing set of rules, may be reduced to not less than £2.

The fee for registration of an instrument of dissolution or alteration therein may be reduced or waived as the Registrar may in any case think fit.

The fee for an award on a dispute which is referred to the Registrar may be reduced or waived by him as he may in any case think fit.

No fee shall be payable for inspection of documents in any case where the Registrar considers it to be in the public interest that the fee be waived.

SCHEDULE 3

Regulation 2

Regulations Revoked	References
Treasury Regulations dated 1st January 1894.	S.R. & O. 1894, No. 731.
Treasury Regulations dated 31st December 1906.	S.R. & O. 1906, No. 948.
Treasury Regulation dated 28th March 1914.	S.R. & O. 1914, No. 1551.
Industrial and Provident Societies (*Belfast Gazette* Fees) Regulations 1963.	S.R. & O. (N.I.) 1963, No. 94.

EXPLANATORY NOTE

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

These Regulations prescribe the form of acknowledgment of registration to be issued by the Registrar under the Industrial and Provident Societies Act (Northern Ireland) 1969. They also prescribe the forms of applications, notices and other documents which have to be sent by societies under that Act, the fees payable in connection with the functions of the Registrar, and the procedure to be followed. In addition they prescribe the procedure and form to be used, and the fees to be paid in connection with the recording by the Registrar of fixed and floating charges.

The Act was largely consolidation and to that extent the Regulations supersede the earlier Regulations set out in Schedule 3. Consolidation has, however, necessitated changes in the forms which have been simplified and reduced in number.

The fees now prescribed have been brought into line with those in operation in Great Britain and show a considerable increase over the previous fees which were fixed in 1894 and only partially revised in 1906.