

Application for registration and approval of rule amendment/s

Co-operatives National Law (Tasmania) Act 2015

Things to know before starting your application

If your rule amendment/s fall into any of the following categories, you need prior approval of the Registrar before the resolution amending the rules is passed by the co-operative:

- Active Membership
- Primary activities
- Conversion of a non-distributing to a distributing co-operative
- Winding up
- Issue or sale of shares or CCUs.

The 'Application for prior approval of rule amendment/s' form can be found at:

cbos.tas.gov.au/topics/licensing-and-registration/co-operatives

This form should be lodged within 28 days of passing the special resolution to amend the rules.

How to complete this form

- You can complete the form onscreen (save and email with attachments) or print, complete by hand and post with attachments
- If completing the form by hand, please use a blue or black pen and print clearly using block letters
- Attachments are required as part of this application - refer to the document checklist
- Post your form and attachments to Consumer, Building and Occupational Services, PO Box 56, ROSNY 7018

1. Co-operative details

Co-operative registration number

Co-operative name

2. Details of rule amendment/s

a) Have you already sought or obtained prior approval from the Registrar for your rule amendments?

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Yes - go to question b

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No - go to question c

b) Do you have any additional proposed rule amendments?

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Yes - go to question c

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No - go to question d

c) Provide a summary of the rule amendments, including the rule number(s)

d) Provide the date the resolution was passed to amend the rules

Date resolution passed

e) Where the resolution adopts the model rules without amendment, is it the model rules at the date of passing?

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Yes

☐

No - please specify below

f) Do you wish to have a certificate of rule change sent to you? This requires an additional payment

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Yes

☐

No

3. Declaration and authorisation

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I declare that:

- The rule amendment was passed by a special resolution of the co-operative members.
- I am authorised by the co-operative to lodge this application and the particulars contained in this application are true and correct.
- I acknowledge that it is an offence under section 514 of the Co-operatives National Law (Tasmania) Act 2015 to provide the Registrar with false or misleading documents.

Printed name

Relationship to co-operative

Daytime telephone number

Email address

Date

4. Document checklist

Your application cannot be processed without the following documents:

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A consolidated copy of the rules including the amendment/s

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A copy of the special resolution passed by the members

5. How to lodge

- You must be authorised to lodge this document and complete section 4 of this application
- Email the completed form and any attachments to registration.services@justice.tas.gov.au
- If lodging by email, the total email size cannot exceed 10MB
- If lodging by post send to:
Consumer, Building and Occupational Services
PO Box 56, ROSNY 7018

The [Co-operatives National Law \(Tasmania\) Act 2015](#) can be found on the www.legislation.tas.gov.au

6. What happens when you lodge your application

- If the form is completed correctly and any necessary documents are attached, you will receive notification of whether or not the proposed rule amendment/s have been approved.
- If the amendments are approved, you will also receive a certificate of rule amendment if requested as part of this application.
- If any change occurs in the information you have provided in your application, you must notify Consumer, Building and Occupational Services as soon as possible.

7. Privacy statement

This document has been produced and published by the Consumer Building and Occupational Services Division of the Department of Justice. Although every care has been taken in the production of the work, no responsibility is accepted for the accuracy, completeness or relevance to the users purpose, of the information. Those using it for whatever purpose are advised to verify it with the relevant government department, local government body or other source and to obtain any appropriate professional advice. The Crown, it's officers, employees and agents do not accept liability however arising, including liability for negligence, for any loss resulting from the use of or reliance upon the information and/or reliance on its availability at any time.

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