

Vanuatu Financial Services Commission

Form 2 | Application for change of details of the Committee of a Charitable Association

Section 13 Charitable Associations (Incorporation) Act [Cap. 140]

Note

If there is insufficient space on the form to supply the information required, attach a separate sheet containing the information set out in the prescribed format.

The information on this form must be either typewritten or printed legibly.

For office use only

Document number

Place barcode here

1. Change of name of Charitable Association Committee

The current name of the Committee:

The new name of the Committee:

Note: The name must end in 'Committee (Inc.)'.

NOTE: If the name has changed, a new copy of the Constitution must also be attached.

2. Change of Address Details

New registered office:

This must be a physical address at which any legal process can be served.

Province or Municipality:

Postal address of the Association (if any)

Postal address to which communications from the Registrar may be sent (this may be the same as the registered office only if the postal service delivers to that address).

Province or Municipality:

3. Change of Committee Members

Committee Members resigned or removed:

Full name (including any former name):	Full name (including any former name):
Reason (eg resignation or removal):	Reason (eg resignation or removal):
Date of resignation or removal:	Date of resignation or removal:

Full name (including any former name):	Full name (including any former name):
Reason (eg resignation or removal):	Reason (eg resignation or removal):
Date of resignation or removal:	Date of resignation or removal:

New Committee Members elected or appointed:

Full name (including any former name):	Occupation:
Usual residential address:	Nationality:
Email address:	Gender:
Date of election/appointment*:	

Full name (including any former name):	Occupation:
Usual residential address:	Nationality:
Email address:	Gender:
Date of election/appointment*:	

* The members must have been elected/appointed in accordance with the articles/rules/constitution of the association. The Registrar may require evidence confirming the validity of the election/appointment.

4. Change in details of any existing Committee Members

Only complete this section if there are any updates to Committee Member details.

Full name (including any former name):	Occupation:
Usual residential address:	Nationality:
Email address:	Gender:
Date of election/appointment*:	

Full name (including any former name):	Occupation:
Usual residential address:	Nationality:
Email address:	Gender:
Date of election/appointment*:	

5. Changes in the articles/rules or constitution of association

A certified copy of the amended articles/rules or constitution of the association must be attached to this form.

6. Applicant signatures

By signing below, the applicant(s) declares to the best of their knowledge and belief that the information provided in this application is correct.

- *The application must be signed by not less than half of the members of the Committee making the application (eg if there are 6 members, it must be signed by at least 3 members).*

Full legal name of applicant*:
Signature:
Date:/...../.....

Full legal name of applicant*:
Signature:
Date:/...../.....

Full legal name of applicant*:
Signature:
Date:/...../.....

Full legal name of applicant*:
Signature:
Date:/...../.....

9. Lodged by

Name:
Address:

Other contact details:

Telephone:

Email :

10. Checklist

The following must accompany this form:

A certified copy of the amended articles/rules/constitution (which must also be attached if there is a change of name) which includes:

- The manner of appointment and removal of committee members;
- The manner of changing the articles/rules/constitution;
- The manner of dissolving the association;
- The manner of disposal of assets on dissolution or cancellation of certification of incorporation.

Please deliver documents to Vanuatu Financial Services Commission, Companies House, Rue Bougainville, PMB 9023, Port Vila, Efate, Vanuatu