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**Application for Registration of a Co-operative**

**Please note:**

The Office of Consumer and Business Affairs (OCBA) undertakes the administration of the Act on behalf of the Corporate Affairs Commission.

This application for registration relates to the following proposed co-operative

\_\_\_\_\_

Name of person by whom or on whose behalf the form is lodged \_\_\_\_\_

Residential address \_\_\_\_\_

Postal address (optional) \_\_\_\_\_

Contact telephone number \_\_\_\_\_ Facsimile number \_\_\_\_\_

The Co-operative is proposed to be (please place 1 tick in each column):

	(tick one)		(tick one)
A co-operative with five or more active members	<input type="checkbox"/>	Trading with share capital	<input type="checkbox"/>
An association with two or more co-operatives as members	<input type="checkbox"/>	Non-trading with share capital	<input type="checkbox"/>
A federation with two or more associations as members	<input type="checkbox"/>	Non-trading with no share capital	<input type="checkbox"/>

Proposed Registered Office \_\_\_\_\_

Street address of proposed principal place of business \_\_\_\_\_

The formation meeting held on     /     /     was attended by (insert number) \_\_\_\_\_  
proposed members.

**This application is accompanied by:**

- (a) two copies of the proposed rules signed and certified by the persons who acted as chairperson and the secretary at the formation meeting;
- (b) in the case of a proposed trading co-operative, a copy of the disclosure statement presented to the formation meeting signed and certified by the persons who acted as chairperson and secretary at the formation meeting;
- (c) a statement (Form 3A) listing the particulars of the elected directors;
- (d) a statement (Form 3A) listing particulars of the secretary and principal executive officer (where applicable);  
and
- (e) the prescribed fee.

## This application is signed by:

- (a) in the case of an association or federation, at least two directors, or
- (b) in the case of any other proposed co-operative, at least five suitably qualified members, including two directors elected at the formation meeting, whose details appear below:

Surname	Given Names	Elected director	Signature
		Y / N	
		Y / N	
		Y / N	
		Y / N	
		Y / N	

**Note:** If there is insufficient space, attach additional sheets.

This application must be signed by a person authorised by the proposed members in accordance with section 16(2)(e) of the Act to make this application.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
(name)

\_\_\_\_\_  
(signature)

## Note:

The proposed rules of the co-operative approved under section 18 must be passed by two thirds of the proposed members attending the formation meeting (section 16(2)(b)).

For a trading co-operative, the disclosure statement approved under section 17 must be presented to the formation meeting (section 16(2)(a)).

## Prescribed time for lodgement

Within two months after the closure of the formation meeting or within such extended period as OCBA.

## Prescribed fees

The prescribed fee must accompany this form. **Late fees also apply if lodged after the prescribed time.** Prescribed fees (including late fees) are set out in Schedule 5 of the Co-operatives Regulations.

Further information, Forms, Fee details and Circulars are available from:

Office of Consumer and Business Affairs  
Business and Occupational Services  
Tel 1300 138 918  
[www.ocba.sa.gov.au](http://www.ocba.sa.gov.au)

The Legislation can be purchased from:

Service SA Government Legislation Outlet  
108 North Terrace  
Adelaide SA 5000  
Telephone 13 23 24  
or download from [www.legislation.sa.gov.au](http://www.legislation.sa.gov.au)