

Application for
Approval of
Proposed Rules
for a
Cooperative

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Cooperatives Act 1999, Section 17

FEE: refer to fee schedule

This application for approval of a draft proposed rules relates to the following proposed cooperative

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

Residential address

Postal address

Phone:

Facsimile

The following matters prescribed in Schedule 3 of the Cooperative Act 1999 are provided for in these proposed rules of the cooperative.

Requirements for all cooperatives

Item	(Enter rule number)
1 Name of the cooperative	_____
2 Active membership provisions (within the meaning of part 6 of the Act)	_____
3 The mode and conditions of admission to membership, and the payment to be made, or the share or interest to be acquired, before rights of membership are exercised	_____
4 The rights and liabilities of members, and of the estates of deceased members and the rights and liabilities of representatives of members under bankruptcy or mental incapacity	_____
5 The circumstances in which members may be expelled or suspended, and the rights and liabilities of expelled and suspended members	_____

APPROVAL OF PROPOSED RULES

- 6 The circumstances in which membership ceases _____
- 7 Any charges or subscriptions payable by a member to the cooperative _____
- 8 The circumstances in which fines and forfeitures may be imposed on members of the cooperative, and the amount of the fines, being no more than the maximum amount prescribed under a regulation _____
- 9 The grievance procedures for settling disputes under the rules between the cooperative and any of its members as defined in section 81, or between a member and any member _____
- 10 The restrictions, if any, on the powers of the cooperative and the board _____
- 11 The number of directors, the qualifications of directors, and the way of electing, remunerating and removing directors and filling a vacancy, the period for which directors are to hold office, and whether directors are to retire by rotation or otherwise, and for the holding of annual elections _____
- 12 The quorum for meetings, and the procedure at meetings, of the board _____
- 13 The device, custody and use of the seal of the cooperative _____
- 14 The manner in which the funds of the cooperative are to be managed, and in particular the mode of drawing and signing cheques, draft, bills of exchange, promissory notes and other negotiable instruments for and on behalf of the cooperative _____
- 15 The custody of securities belonging to the cooperative _____
- 16 The manner in which debentures may be transferred _____
- 17 The date on which the financial year of the cooperative ends _____
- 18 Provision for the financial reports of the cooperative to be audited annually or more frequently and the manner of appointment of the auditor _____
- 19 The manner in which a loss that may result from the transactions of the cooperative is to be provided for _____
- 20 The manner of calling general and special meetings, the requisite notices of meetings, and the quorum for meetings of the cooperative _____
- 21 The procedure at meetings of the cooperative, including rights of members in voting at meetings, the way of voting and the majority necessary for carrying resolutions _____

- 22 The method of conducting postal ballots, including special postal ballots, including the sending and filing of information and votes by facsimile or electronic means _____
- 23 The manner of altering rules _____
- 24 The manner in which the cooperative may be wound up _____
- 25 Any matter prescribed under a regulation for this section (specify) _____
- 26 Any other matter that, to the cooperative, appears necessary or desirable _____

Additional matters – cooperative with share capital **(Enter rule number)**

- 1 The nominal value of each share in the cooperative _____
- 2 The amount of the contingent liability, if any, attaching to shares _____
- 3 The terms on which shares, not including bonus shares but including shares, if any, with a contingent liability attached to them are to be issued _____
- 4 The periodic subscriptions by which or the manner in which shares are to be paid for _____
- 5 In the case of a trading cooperative – the manner in which any surplus may be distributed _____
- 6 The allocation of deficiency on the winding-up of a cooperative _____
- 7 Provision of the forfeiture of shares on expulsion or on failure to pay any subscription or call, the extent to which members whose shares have been forfeited are to remain liable for any amount still unpaid for them, and the sale or cancellation of forfeited shares _____
- 8 The manner in which shares may be transferred _____
- 9 A matter prescribed under a regulation: the minimum number of shares to which a member of the cooperative must subscribe, and the manner in which minimum number may be decided _____

Additional matter – non-trading cooperative **(Enter rule number)**

- 1 That there must be no return or distribution on surplus or share capital to members other than the nominal value of shares, if any, at winding-up _____
- 2 For the manner of distribution of the surplus property at winding-up _____

The cooperative is proposed to be (please place a tick in each box) as appropriate:

A cooperative with 5 or more active members

An association with 2 or more cooperatives as members

A federation with 2 or more associations as members

Trading with share capital

Non-trading with share capital

Non-trading with no share capital

Forwarded with this form are the following:

(a) A copy of the draft rules of the proposed cooperative

(b) The prescribed fee

(c) If the rules contain any alterations of model rules,
a statement showing the alterations and the reason
for the alterations (please tick if applicable)

DATED this day of 20

Signature of person submitting draft disclosure statement

Surname and First Initial

<p>ENQUIRIES</p> <p>Telephone: 1300 65 44 99</p> <p>Email: registration.services@justice.tas.gov.au</p> <p>Website: www.consumer.tas.gov.au</p> <p>LODGING THE FORM</p> <p>Mail to: Registration Services GPO Box 1244 Hobart TAS 7001</p>	<p>PERSONAL INFORMATION PROTECTION STATEMENT</p> <p>Consumer Affairs and Fair Trading (CAFT) will collect personal information from you for the purpose of processing this application. You are required to provide this information by the <i>Cooperatives Act 1999</i>. Failure to provide this information may result in your application not being processed. Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to other authorised organisations. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal information will be managed in accordance with the <i>Personal Information Protection Act 2004</i> and may be accessed by the individual to whom it relates on request to CAFT. You may be charged a fee for this service.</p>
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