

VOLUME 7

SECTION 3B

INDUSTRIAL AND PROVIDENT SOCIETIES

**The Responsibility of
The Registrar of Companies
1 Grenada Way
Kingston 10**

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CHAPTER I

INDUSTRIAL AND PROVIDENT SOCIETIES

1.0 BACKGROUND

The Industrial and Provident Societies Act defines a society which may be registered in accordance with its provisions as a society for carrying on any industrial activity, businesses or trades specified in or authorized but its rules, whether wholesale or retail, and including dealings of any description in land.

People's Cooperative Banks are registered in accordance with the Industrial and Provident Societies Act.

1.1 REQUIREMENTS FOR REGISTRATION

To effect the registration of an Industrial and Provident Society (IPS) the following must be sent to the Registrar of the Companies Office in Jamaica:

- i An application to register the society signed by seven (7) members and the Secretary. (A sample form is attached at Appendix I)
- ii Two copies (2) of the rules, which govern the society. The rules of a society must incorporate the Second Schedule of the Act.
- iii The sum of \$8,000 for registration (cash or manager's cheque).

If the above documents are approved, the Registrar will issue an acknowledgment of Registry (Certificate).

1.2 OBLIGATIONS OF AN INDUSTRIAL PROVIDENT SOCIETY (IPS)

1.2.1 Registered Office

Every society is required to have a registered office. The society must send to the Registrar notice of the situation of the registered office and of every change therein. When the society is being registered for the first time the rules will include the situation of the registered office. When the registered office of the society has been changed, notice of the change must be sent to the Registrar within fourteen (14) days of the change using 'Form K'

along with \$2,000.00 for registration. (Sample form is at Appendix 2)

1.2.2 Audited Accounts

- i Every society is required to submit its accounts for each financial year to an approved auditor for audit.
- ii All IPS are required to send to the Registrar once every year an Annual Return of the receipts and expenditure, funds and effects of the society as audited. This must be done no later than the 31st of March. The Annual Return must be accompanied by a copy of the reports of Auditors and \$3,000.00 for registration.

1.2.3 The Annual Return

The Annual Return must fulfill the following requirements:-

- i It is signed by the Auditor(s)
- ii It shows separately the expenditure in respect of each object of the society.
- iii It must be made up from the date of registration of its last Annual Return to the date of the last published balance sheet.
- iv It must state the institute/society of accountants or auditors of which the auditor is a registered member.

1.2.4 Annual Declaration of Value of Assets

Every IPS must submit to the Inland Revenue Department an Annual Declaration of the value of its assets. This must be submitted on or before the 1st of September.

1.3 AMENDMENT OF RULES

After registration a society may amend its rules. This may be a partial or complete amendment.

1.3.1 Partial Amendment

An application to register a partial amendment must be made by the Secretary of the society on 'Form B' (Sample form is at Appendix 3). The

application, accompanied by a Statutory Declaration 'Form C' and a printed copy of the existing rules must be sent to the Registrar for filing. (See Appendix 4 for sample Form C.

1.3.1 Complete Amendment

An application to register a complete amendment is made using 'Form D'. (See Appendix 5). This application is also signed by the Secretary. The following documents must accompany the application.

- i Statutory Declaration (Form C)
- ii A copy of the existing rules
- iii Two (2) copies of the new rules. Three (3) members and the Secretary must sign each copy of the new rules.

1.3.3 Registration of Amended Rules

An amendment to the rules of the Society is not valid until it has been registered.

1.3.4 Registration Fees

The sum of \$2,500.00 is payable for an acknowledgement of the registry of amendment of rules.

1.4 CHANGE OF NAME

A registered society may, by special resolution, change its name. An application for approval of change of name must be made to the Registrar in duplicate on form 'AA' and must be accompanied by a statutory Declaration on Form 'AB' and the sum of \$2,000.00. (Sample forms are at Appendices 6 & 7 respectively).

1.5 AMALGAMATION

Two (2) or more registered societies may, by special resolution of all the societies, become amalgamated into one society. The property of each society becomes vested in the amalgamated society without necessity for a transfer of conveyance of same.

1.5.1 Information Required by Registrar

To effect an amalgamation of societies the following must be sent to the

Registrar:

- i An application to register the special resolution made by each of the societies in duplicate - Form 'AC. (Sample form is at Appendix 8).'
- ii Statutory Declarations from officers of each society - Form 'AB'. (Sample form is at Appendix 7).

1.6 TRANSFER OF ENGAGEMENTS TO ANOTHER SOCIETY

A registered society may, by resolution, transfer its engagements to another society. The application to register the Special Resolution must be in duplicate on Form 'AD' (See Appendix 9), accompanied by Forms 'AB' (See Appendix 7) and 'AE'. (See Appendix 10).

1.7 CONVERSION

1.7.1 Conversion to a Company

A registered company may, by Special Resolution, convert into a company under the Companies Act or amalgamate with or transfer its engagements to such a company. The application to register a Special Resolution for the converting into a company is in triplicate in Form 'AF' (See Appendix 11) and must be accompanied by a statutory declaration in Form 'AB'. (See Appendix 7).

1.7.2 Amalgamation or Transfer of Engagements to a Company

The application to register a Special Resolution for amalgamation with a company or for a transfer of engagements to a company is made in duplicate in Form 'AC' (See Appendix 8) or 'AD' (See Appendix 9) and must be accompanied by Forms 'AD' and 'AG'. (See Appendix 12).

1.7.3 Conversion of Company to a Registered Society

A company registered under the Companies Act may, by Special Resolution, convert to a registered society. The resolution must be sent to the Registrar accompanied by a copy of the rules of the society appointing seven (7) members who, together with the secretary, must sign the rules.

1.8 FEES

The sum required to register a Special Resolution by any Society (including those referred to above) is **\$2,000.00** and must accompany the documents when they are submitted to the Registrar.

CHAPTER 2

CANCELLATION AND SUSPENSION OF REGISTRY

2.0 CANCELLATION

There are various circumstances in which the registration of a society may be cancelled. The most common ways are as follows:-

- i It is proved to the satisfaction of the Registrar that the number of the members has been reduced to less than seven (7).
- ii It is proved to the satisfaction of the Registrar that the society has ceased to exist.
- iii It is proved to the satisfaction of the Registrar that the society has failed to commence operation within two (2) years after registration.
- iv The society has ceased to operate for two (2) years.
- v The society fails to keep proper books of records and account.
- vi The society fails to submit its returns within six months (6) after notice by the Registrar requiring it to do so.
- vii At the request of the society.

For other reasons for cancellation please see Section 8 of the Industrial and Provident Societies Act.

2.1 REQUEST FOR CANCELLATION

Every request to cancel the registration of a society must be made on Form 'F' (See Appendix 13). The request must be accompanied by the sum required to publish the cancellation of the registry in the Gazette and newspaper plus registration fee of \$1,500.00.

2.2 SUSPENSION OF IPS

The Industrial and Provident Societies Act also makes provision for the suspension

of an IPS for a period not exceeding three (3) months.

2.3 NOTICE BY REGISTRAR

The Registrar must give the IPS at least two (2) months notice in writing setting out the grounds of any proposed cancellation or suspension. The notice before cancellation or suspension of registry is in Form 'G' (See Appendix 14). After the notice period has elapsed the Registrar cancels the registry of the society using Form 'H'. (See Appendix 15).

2.4 PUBLICATION IN GAZETTE

Notice of every cancellation or suspension is required to be published in the Gazette using Form 'J'. (See Appendix 16).

2.5 APPEAL

A society may appeal the cancellation or suspension within three (3) months of the publication in the Gazette. The appeal is made to a Judge in Chambers at the Supreme Court. The Judge may order the restoration of the society to the registry or confirm the cancellation or suspension.

CHAPTER 3

DISSOLUTION OF SOCIETIES

3.0 WAYS TO DISSOLVE REGISTERED SOCIETIES

A registered society may be dissolved in the following ways:

- i By an order of the Court or a resolution for winding up. The provisions of the Companies Act with regard to Companies will also apply to the winding up of a registered society.
- ii Instrument of dissolution signed by three fourths (3/4) of the members. The instrument of dissolution must be in duplicate and on Form 'AH'. (See Appendix 17). It is to be sent to the Registrar accompanied by a statutory Declaration on Form 'AI' (See Appendix 18) made by three (3) members.

3.1 ACKNOWLEDGEMENT BY THE REGISTRAR

The registrar returns one of the duplicates to the society with an acknowledgement of registry in Form 'AK'. (See Appendix 19).

3.2 NOTICE OF DISSOLUTION

The Registrar, at the expense of the society (\$2,500.00), publishes the notice of Dissolution in a newspaper and in the Jamaica Gazette. The advertisement of dissolution is in Form 'AL'. (See Appendix 20).

3.3 SETTING ASIDE DISSOLUTION

The society is legally dissolved from the date of publication unless within three (3) months of publication proceedings are commenced in the Resident Magistrates Court for the parish where the Registered Office is located and the Court has ordered that the dissolution be set aside. The notice of proceeding to set aside dissolution is in Form 'AY' (See Appendix 21) and the notice of order setting aside dissolution is in Form 'AZ'. (See Appendix 22).

3.4 CONTACT INFORMATION

For further Information please contact:

The Registrar of Companies & CEO
1 Grenada Way
Kingston 5

Tel: 876-908-4427-9

Fax: 876-908-4425

Website: www.orcjamaica.com

Appendix I

FORM "A"

The Industrial and Provident Societies Act

APPLICATION TO REGISTER A SOCIETY

Name of Society Limited.

To the Registrar.

Application to register a society under the abovementioned Act, under the name of Limited, is made by the eight persons whose names are subscribed at the foot hereof.

1. The object, name, and registered office of the society are provided for in Rule No.
2. The terms of admission of members, including any society or company investing funds in the society under the provisions of the Act, are provided for in Rule No.
3. The mode of holding meetings and right of voting, and the manner of making, altering or rescinding rules, are provided for in Rule No.
4. The appointment and removal of a Committee of Management (by the name of), of managers or other officers, and their respective powers and remuneration, are provided for in Rule No.
5. The determination of the amount of interest, not exceeding \$400, in the shares of the society, which any member other than a registered society may hold, is provided for in Rule No.
6. The determination whether the society may contract loans or receive money on deposit subject to the provisions of the Act, from members or others, and if so, under what conditions, on what security, and to what limits of amount, is provided for in rule No.
7. The determination whether the shares or any of them shall be transferable, and the form of transfer and registration of the shares and the consent of the committee thereto, and the determination 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, are provided for in Rule No.
8. The audit of accounts and the appointment of auditors or a public auditor are provided for in Rule No.

Appendix I

- 9. The determination whether and how members may withdraw from the society, and the claims of the representatives of deceased members or the trustees of the property of bankrupt members, and the payment of nominees, are provided for in Rule No.
- 10. The mode of application of profits is provided for in rule No.
- 11. The custody and use of the seal of the society are provided for in Rule No.
- 12. The determination whether and by what authority and in what manner any part of the capital may be invested is provided for in Rule No.
- 13. The statutory duties of the society are set forth in Rule No.

With this application are sent –

Two printed copies of the Rules, each marked “A”, and signed by each of the applicants.

Signature of Member

Residence of Member

- | | | |
|----|-------|-------------------|
| | _____ | _____ |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| | | 8.Secretary. |

Registered Office,

Dateday of20.....

Appendix 2

THE INDUSTRIAL AND PROVIDENT SOCIETIES REGULATIONS, 1903

FORM "K"

The Industrial and Provident Societies Act

NOTICE OF CHANGE OF REGISTERED OFFICE

Name of Society Limited

Register No.

Notice is hereby given that the registered office of the abovementioned Society is removed from
..... in the Parish of

and is now situated at, in the Parish of

Dated this day of, 20

..... Three
..... Members of
..... the Society.

..... Secretary.

To the Registrar.

Received this day of Notice of removal of the
registered office of the Limited, Register No.
to in the Parish of

(Seal of Registrar of Companies)

.....

Appendix 3

FORM "B"

(Regulation 4)

The Industrial and Provident Societies Act

APPLICATION TO REGISTER A PARTIAL AMENDMENT OF RULES

Name of SocietyLimited.

Register No.

To the Registrar

Application to register a partial amendment of the Rules of the
.....Limited, is made by the person whose
name is subscribed at the foot hereof.

With this application are sent –

- (a) a printed copy of the registered rules marked to show where the alterations occur, and what they are;
- (b) two printed (or written) copies of the amendment, each marked "O" and signed by the applicant and three members of the society;
- (c) a statutory declaration of an officer of the society, that the amendment now submitted for registry has been duly made by the society, and that to the best of his knowledge and belief the same is not contrary to the provisions of the Act in that behalf.
- (d) the fee of \$8.00 prescribed by the Regulations.

(Signed)Secretary

Registered Office,

Dateday of20.....

Appendix 4

FORM "C"

(Regulation 4 and 5)

The Industrial and Provident Societies Act

DECLARATION IN SUPPORT OF AN AMENDMENT OF RULES

Name of SocietyLimited.

Register No.

Jamaicato wit.

I,of....., an officer of the abovenamed Society, do solemnly and sincerely declare that the amendment of the Rules of the said Society, a copy of which is hereto annexed, has been duly made by the Society, and that to the best of my knowledge and belief the same is not contrary to the provisions of the Act above referred to.

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

Taken and received before me, one of Her Majesty's Justices of the Peace,at....., thisday of20.....

Signature of Declarant

Appendix 5

FORM "D"

(Regulation 5)

The Industrial and Provident Societies Act

APPLICATION TO REGISTER A COMPLETE AMENDMENT OF RULES

Name of SocietyLimited.

Register No.

To the Registrar

Application to register a complete Amendment of the Rules of the.....Limited, is made by the person whose name is subscribed at the foot hereof.

1. The object, name, and registered office of the society are provided for in Rule No.
2. The terms of admission of members, including any society or company investing funds in the society under the provisions of the Act, are provided for in Rule No.
3. The mode of holding meetings and right of voting and the manner of making, altering, or rescinding rules, are provided for in Rule No.
4. The appointment and removal of a Committee of Management (by the name of)of managers and other officers, and their respective powers and remuneration, are provided for in Rule No.
5. The determination of the amount of interest, not exceeding \$400, in the shares of the society, which any member other than a registered society may hold, is provided for in Rule No.
6. The determination whether the society may contract loans or receive money on deposit subject to the provisions of the Act, from members or others, and if so, under what conditions, on what security, and to what limits of amount, is provided for in Rule No.

Appendix 5

- 7. The determination whether the shares or any of them shall be transferable, and the form of transfer and registration of the shares and the consent of the committee thereto, and the determination 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, are provided for in Rule No.
- 8. The audit of accounts and the appointment of auditors or a public auditor are provided for in Rule No.
- 9. The determination whether and how members may withdraw from the society, and the claims of the representatives of deceased members or the trustees of the property of bankrupt members, and the payment of nominees, are provided for in Rule No.
- 10. The mode of application of profits is provided for in Rule No.
- 11. The custody and use of the seal of the society are provided for in Rule No.
- 12. The determination whether and by what authority and in what manner any part of the capital may be invested is provided for in Rule No.
- 13. The statutory duties of the society are set forth in Rule No.

With this application are sent –

- (a) a printed copy of the registered rules, marked “A”;
- (b) two printed copies of the new rules proposed by way of complete amendment, each marked “P” and signed by the applicant and three members of the society;
- (c) a statutory declaration of an officer of the society, that the amendment now submitted for registry has been duly made by the society, and that to the best of his knowledge and belief the same is not contrary to the provisions of Act in Act in that behalf;
- (d) the fee of \$8.00 prescribed by the Regulations.

SignedSecretary

Registered Office,

Dateday of20.....

Appendix 6

FORM "AA"

(Regulation 30)

The Industrial and Provident Societies Act

(To be sent in duplicate accompanied by Form AB)

APPLICATION FOR APPROVAL OF CHANGE OF NAME AND REGISTRY OF SPECIAL RESOLUTION

Name already Registered.....Limited.
Register No.....
To the Registrar.

Application for approval of a change of name of the abovementioned Society, and for registry of a special resolution to that effect is made by the Society whose seal and the three persons whose names are affixed and subscribed at the foot hereof.

[The inclusion of this page is authorized by L.N. 4/1976]

FORM "AA", contd.

The following is a copy of a special resolution passed by the votes of three-fourths of the members present and entitled to vote at a general meeting of the Society, of which notice was duly given, held on the.....day of19....., and confirmed by a majority of the members present and entitled to vote at a subsequent general meeting, of which notice was duly given, held on the.....day of..... 19....., pursuant to section 46 of the Act.

(The resolution to be copied at length).

With this application is sent the fee of \$2.00, prescribed by the Regulations.

Seal of Society.

(.....)Secretary.

.....
Chairman of the first general meeting.

.....
Chairman of the subsequent general meeting

Registered Office,

Date.....day of.....19..... .

Appendix 7

FORM "AB" (Regulations 30, 31, 32, 33 and 34)

The Industrial and Provident Societies Act

DECLARATION TO ACCOMPANY APPLICATION FOR REGISTRY OF A SPECIAL RESOLUTION

Jamaica.....to wit.
Name of Society.....Limited.
Register No.....

I,.....of....., an officer of the abovenamed Society do solemnly and sincerely declare that in making the special resolution, application for registry of which is appended to this declaration, the provisions of section 46 of the Act 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 Voluntary Declarations Act.

Taken and received before me, one of Her Majesty's Justices } Signature
of the Peace for the Parish of.....at..... } of
this.....day of.....19..... } Declarant.

FORM "AC" (Regulations 31 and 34)

Appendix 8

FORM "AC" (Regulations 31 and 34)

The Industrial and Provident Societies Act

(To be sent in duplicate by each Society, accompanied by Form "AB")

APPLICATION FOR REGISTRY OF SPECIAL RESOLUTION FOR AMALGAMATION OF SOCIETIES

Name of Society (A).....Limited.

Register No.....

[The inclusion of this page is authorized by L.N. 112/1978]

FORM "AC", contd.

Name of Society (B).....Limited.

Register No.....

(And so on if more than two).

To the Registrar.

Application for the registry of a special resolution for the amalgamation of the abovementioned societies is made by the society whose seal and the three persons whose names are affixed and subscribed at the foot hereof.

1. The following is a copy of a special resolution passed by the votes of three-fourths of the members present and entitled to vote at a general meeting of the Limited, of which notice was duly given, held on the day of 19....., and confirmed by a majority of the members present and entitled to vote at a subsequent general meeting, of which notice was duly given, held on the day of 19....., pursuant to section 46 of the Act.

(The resolution to be copied at length)

2. With this application is sent the fee of \$2.00 prescribed by the Regulations.

Seal of the Society.

(.....)

Chairman of the first general meeting

..... Secretary of the first-named Society.

..... Chairman of the subsequent general meeting.

Registered Office (of the A),

Date.....day of.....19.....

Appendix 9

FORM "AD" (Regulations 32 and 34)

The Industrial and Provident Societies Act

(To be sent in duplicate by each Society, accompanied by Forms AB and AE)

APPLICATION FOR REGISTRY OF A SPECIAL RESOLUTION FOR TRANSFER OF ENGAGEMENTS

Name of Society transferring its engagements.....Limited.
Register No.....
Name of Society undertaking to fulfil transferred engagements
.....Limited.
Register No.....
To the Registrar.

Application for registry of a special resolution for transfer of engagements of the first-named Society is made by the.....Societies whose seals and the three persons whose names are affixed and subscribed.

1. The following is a copy of a special resolution passed by the votes of three-fourths of the members present and entitled to vote at a general meeting of the first-named Society, of which notice was duly given, held on the.....day of.....19....., and confirmed by a majority of the members present and entitled to vote at a subsequent general meeting, of

[The inclusion of this page is authorized by L.N. 112/1978]

FORM "AD", contd.

which notice was duly given held on the.....day of.....19.....

(The resolution to be copied at length.)

2. The last-named Society has (state in what manner) undertaken to fulfil the engagements of the first-named Society, as testified by the common seal and by the signature of the Secretary of the said last-named Society to this application, and by the declaration of an officer of the same sent with this application.

3. With this application is sent the fee of \$2.00 prescribed by the Regulations. Seal of the first-named Society.

(.....) Chairman of the first general meeting

Secretary of the first-named Society

..... Chairman of the subsequent general meeting.

Seal of the last-named Society.

(.....) Secretary of the last-named Society.

Registered Office of transferring Society.

Date.....day of.....19.....

Appendix 10

FORM "AE"

(Regulation 32)

The Industrial and Provident Societies Act

DECLARATION BY OFFICER OF SOCIETY ACCEPTING TRANSFER OF ENGAGEMENTS

Jamaica.....to wit.
Name of Society.....Limited.
Register No.....

I,.....of....., an officer of the above-named Society, do solemnly and sincerely declare that by resolution of a meeting of the Society held on the.....day of....., 19....., at.....(or as the case may be, stating by what authority the transfer is accepted) the Society has undertaken to fulfil all the engagements of the.....Limited, Register No.....

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

Taken and received before me, one of Her Majesty's Justices } Signature
of the Peace at.....this..... } of
day of.....19..... } Declarant.

[The inclusion of this page is authorized by L.N. 112/1978]

Appendix II

FORM "AF"

(Regulation 33)

The Industrial and Provident Societies Act

(To be sent in triplicate, accompanied by Form "AB")

APPLICATION FOR REGISTRY OF SPECIAL RESOLUTION FOR CONVERSION INTO
A COMPANY

Name of Society.....Limited.
Register No.....
To the Registrar.

Application for registry of a special resolution for conversion of the above-mentioned Society into a company is made by the Society whose Seal and the three persons whose names are affixed and subscribed at the foot hereof.

The following is a copy of a special resolution passed by the votes of three-fourths of the members present and entitled to a vote at a general meeting of the said Society, of which notice was duly given, held on the..... day of....., 19....., and confirmed by a majority of the members present and entitled to vote at a subsequent general meeting, of which notice was duly given, held on the.....day of....., 19....., pursuant to section 49 of the Act.

(The resolution to be copied at length).

With this application is sent the fee of \$2.00 prescribed by the Regulations.
Seal of the Society.
(.....)

.....
Chairman of the first general meeting

..... Secretary.

.....
Chairman of the subsequent general meeting.

Registered Office,

Date.....day of.....19.....

Appendix 12

FORM "AG"

(Regulation 34)

The Industrial and Provident Societies Act

DECLARATION BY OFFICER OF COMPANY AMALGAMATING OR ACCEPTING TRANSFER OF ENGAGEMENTS

Jamaica.....to wit.

Name of Company.....Limited.

I,....., of....., an officer of the above-named company, do solemnly and sincerely declare that by resolution of a special meeting of the company held on the..... day of....., 19....., at..... (or as the case may be, stating by what authority the amalgamation is agreed to or the transfer of engagements accepted), the company has agreed to an amalgamation with (or undertaken to fulfil the engagements of) the..... Limited, Reg. No.

[The inclusion of this page is authorized by L.N. 112/1978]

FORM "AG", *contd.*

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

Taken and received before me, one of Her Majesty's Justices of the Peace at.....this..... day of.....19..... } Signature of Declarant.

Appendix I4

FORM 'G'

The Industrial and Provident Societies Act

NOTICE BEFORE CANCELLING, SUSPENSION OR REGISTRY

Name of Society:

Register No.

Notice is hereby given to the abovementioned Society, that it is the intention of the Registrar to

proceed on the _____ day of _____, _____, to **CANCEL** the registry of the Society,

unless be shown to the contrary in the meantime.

The ground of such proposed **CANCELLING** is that the Society has ceased to exist.

.....
For Registrar of Companies

Dated this _____ day of _____, _____.

Appendix 15

FORM "H"

The Industrial and Provident Societies Act

CANCELLATION OF REGISTRY

Name of Society:

Register No.:

The registry of the abovementioned Society is hereby cancelled, as the Society has ceased to exist.

Seal of Registrar of Companies

.....

Dated this day of

Appendix 16

FORM "J"

The Industrial and Provident Societies Act

ADVERTISEMENT OF CANCELLING OF SUSPENSION

Notice is hereby given that the Registrar has, pursuant to the Industrial and Provident Societies Act, this day, *Cancelled* (or *Suspended* for) the *Registry* of the **NELSON LIMITED**, (Register No.: **(586)** held at **284 Spanish Town Road, Kingston 11** in the parish of St. Andrew. The ground for such cancellation is that the Society has ceased to exist. Vide Section 8 (1) (C)

The Society (subject to the right of appeal given by the said Act) 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 canceling (or suspension) had taken place.

Dated theday of

.....
For Registrar of Companies

Appendix 17

FORM "AH"

(Regulation 37)

The Industrial and Provident Societies Act

INSTRUMENT OF DISSOLUTION

(To be signed in duplicate, and accompanied by Form "AI")

Name of Society.....Limited.

Register No.....

Instrument of dissolution of the.....Limited,
made the.....day of....., 19....., pursuant
to section 55 of the Act and signed by three-fourths of the members.

It is agreed and declared as follows:—

1. The liabilities and assets of the Society are the following (here set them forth in detail).

2. The number of members is....., and the nature of their interests in the Society respectively is as follows.

3. The Society has no creditors other than such members (or if there be any, state the amount due to them and the provision to be made for its payment).

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. If left to the award of the Registrar add "The fee of \$4.00 prescribed by the Regulations is sent herewith").

(here insert any other provisions the Society desires to make as to the dissolution.)

Signature of members:.....

Schedule.

List of members who have not signed the foregoing instrument—

N.B.—All signatures by mark only must be attested by a witness who does not sign as a member.

Appendix 18

FORM "AI"

(Regulation 37)

The Industrial and Provident Societies Act

DECLARATION TO ACCOMPANY INSTRUMENT (OR ALTERATION OF INSTRUMENT)
OF DISSOLUTION

Jamaica.....to wit.
Name of Society.....Limited.
Register No.....

We....., and....., three
members and.....the Secretary of the abovenamed

[The inclusion of this page is authorized by L.N. 112/1978]

FORM "AI", *contd.*

Society do solemnly and sincerely declare that in making the instrument of
dissolution (or the alteration of the instrument of dissolution) appended to this
declaration, the provisions of the Act 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 Voluntary Declarations Act.

Taken and received before me, one of Her Majesty's Justices } Signatures
of the Peace at.....this..... } of
day of.....19..... } Declarants.

Appendix 19

‘AK’

The Industrial and Provident Society Act

Acknowledge of Registry of Instrument of Dissolution

Name of Society:

Register No.:

The foregoing instrument of dissolution is registered under the Industrial

and Provident Societies Act this _____ day of _____, _____

Seal of Registrar

Appendix 20

‘AL’

The Industrial and Provident Societies Act

Advertisement of Dissolution By Instrument

Notice is hereby given that _____ Limited.

Register No. _____ held at _____ in Jamaica is

Dissolved by instrument registered at this office, the _____ day of _____,

unless within three months from the date of the _____ in which this advertisement appears proceedings be commenced by a member or other person interested in or having any claim on the funds of the Society to set aside such dissolution, and the same is set aside accordingly.

Registrar of Companies

The _____ day of _____ 20_____.

Appendix 21

FORM "AY"

(Regulation 42)

The Industrial and Provident Societies Act

NOTICE OF PROCEEDING TO SET ASIDE DISSOLUTION

Name of Society.....Limited.
Register No.....
To the Registrar.

Whereas, on the.....day of....., 19.....,
the abovenamed Society was dissolved or purported to be dissolved by an
instrument of dissolution purporting to be duly registered.

I hereby give you notice that I intend after not less than seven days from
the date hereof to take proceedings for setting aside such dissolution in
the.....Court.

Date.....day of.....19.....

Signed.....

Address.....

Appendix 22

FORM "AZ"

(Regulation 42)

The Industrial and Provident Societies Act

NOTICE OF ORDER TO SET ASIDE DISSOLUTION

Name of Society.....Limited
Register No.....
To the Registrar.

Whereas, on the.....day of....., 19.....,
the abovenamed Society was dissolved or purported to be dissolved by an
instrument of dissolution purporting to be duly registered.

The abovenamed Society hereby gives you notice that by an order of
the.....Court, dated the.....day of
....., 19....., copy whereof is hereto annexed
the dissolution of the said Society was set aside.

[The inclusion of this page is authorized by L.N. 4/1976]

FORM "AZ", contd.

Seal of the Society.

.....
Countersigned.

.....
Secretary.

Registered Office,

Date.....day of....., 19.....

(This notice must be sent within seven days after the order to set aside
dissolution is made. A copy of the order is to be annexed).