



[www.societies.govt.nz](http://www.societies.govt.nz) | 0508 762 438

Send your completed form to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142 or

[compliance@companiesoffice.govt.nz](mailto:compliance@companiesoffice.govt.nz)

Form IS6

## Request to restore an incorporated society to the register

Section 28 of the Incorporated Societies Act 1908

### Notes

- > Use this form to make a formal request to the Registrar to restore a society to the register.
- > Where the Registrar of Incorporated Societies is satisfied that a declaration to dissolve a society was made in error, the Registrar can issue a further declaration revoking the dissolution (restore to the register). This is given effect by notice in the Gazette.
- > If the request to restore a society to the register is made by a creditor, only the \$204.45 fee is required.

### Society name

### Society number or NZBN

## Grounds for restoration

I request that the above society be restored to the register on the following grounds. Either —

The society was carrying on its operations at the time it was dissolved.

**Please attach evidence of operation to this request**

Attach any documentation that shows the society was operating at the time it was dissolved.

Examples include financial transactions, meeting minutes or legal documents.

**OR**

Other reason

**Please attach copies of documents that support your request**

Attach documents that support your application to restore the above society to the register.

## Applicant's details

This application may be completed by an officer or authorised agent of the society or by a creditor.

**Applicant's signature** .....

**Designation**  Officer **or**  Authorised agent (Accountant/Lawyer etc) **or**  Creditor of the society

**Society name**

**Society number or NZBN**

**General details about the society**

*Note — If you are a creditor requesting the restoration, you don't need to complete this section.*

**Annual General Meeting (AGM) month**

*The month the society will hold its Annual General Meeting (AGM) each year. This should be recorded in your society's rules.*

Month:

**Balance date**

*The society's financial statement balance date. This date should be recorded in your society's rules.*

Date:  Month:

- Any annual financial statements that have not already been filed are attached to this request (at least the last 3 years) along with a cover sheet (Form IS4) for each financial statement.
- A copy of any alterations to the society's rules (including its name) signed by 3 members, is attached along with a certificate for the alteration of rules (Form IS2)
- We have checked that the society's name is still available by conducting a Register Search at **www.societies.govt.nz** and **www.companies.govt.nz**

**Addresses of the society**

*Note — If you are a creditor requesting the restoration, you don't need to complete this section.*

*Please search the Incorporated Societies Register to check which address details are recorded.*

I confirm that the address details recorded on the Incorporated Societies Register —

- Are all still current, **or**
- Have changed and the new details are provided on Form IS3 attached.

**Officers of the society (optional)**

*Note — If you are a creditor requesting the restoration, you don't need to complete this section.*

*Providing officer details on the register is optional and only the officer's name will be shown on the public register. These details will make it easier for officers to access the online services for the society and will help the Registrar to keep key people informed about any matters relating to the society. Please search the Incorporated Societies Register to check which officer details are recorded, if any.*

I confirm that the officer details recorded on the Incorporated Societies Register —

- Are all still current, **or**
- Have changed and the new details are provided on Form IS3 attached.

**Presenter details**

Name:	Postal address:
Email address:	
Telephone number:	

**Society name**

**Society number or NZBN**

**Payment details**

**NOTE** — This payment details page will be detached from your application before any information is scanned for publication on the website so that your payment details remain secure.

**Amount**

Companies Office fee GST exclusive	GST	Total GST inclusive
\$177.78	\$26.67	<b>\$204.45</b>

**Method of payment**

Choose your payment method from the options below. **Please do not send cash or a purchase order.**

**Cheque**

Make your cheque payable to the **‘Ministry of Business, Innovation and Employment’**

or

**Credit card**

Credit card type —

- Visa
- Mastercard
- Amex
- Diners

Expiry date

Name of cardholder

Card number

Card Security Code

Signature of cardholder .....

**NOTE**  
 Your Card Security Code number is the 3 or 4-digit number printed on your card.  
 For Visa, Mastercard & Diners cards this is typically found printed on the signature panel on the back of your card.  
 On Amex cards this is a 4-digit number printed on the front of the card, above the main credit card number.

or

**Direct debit**

Your (or your organisation) name:

Signature .....