

LAWS OF GUYANA

INDUSTRIAL AND PROVIDENT SOCIETIES ACT

CHAPTER 88:02

Act

10 of 1931

Amended by

12 of 1948 O.4/1974

29 of 1991

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INDUSTRIAL AND PROVIDENT SOCIETIES ACT**

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CHAPTER 88:02

INDUSTRIAL AND PROVIDENT SOCIETIES ACT

10 of 1931 **An Act to provide for the establishment and regulation of Industrial and Provident Societies.**

[27TH JUNE, 1931]

PRELIMINARY

Short title. **1.** This Act may be cited as the Industrial and Provident Societies Act.

Interpretation. **2.** In this Act—

“amendment of rule” includes a new rule, and a resolution rescinding a rule;

“the committee” means the committee of management or other directing body of a society;

“meeting” shall include (where the rules of a society so allow) a meeting of officers appointed by members;

“office” shall mean the registered office for the time being of a society;

“officer” extends to any treasurer, secretary, member of the committee, manager, or servant, other than a servant appointed by the committee, of a society;

“persons claiming through a member” includes the heirs, executors, or administrators and assigns of a member, and also his nominees where nomination is allowed;

“property” includes movable and immovable property (including books and papers);

“public auditor” means a public auditor specially appointed under this Act;

“registered society” shall mean a society registered under this Act;

“the Registrar” means the Registrar of Deeds;

“rules” means the registered rules for the time being, and shall include any registered amendment of rules.

REGISTRATION OF SOCIETIES

Societies which may be registered.

3. A society which may be registered under this Act (herein called an Industrial and Provident Society) shall be a society for carrying on any industries, businesses or trades specified in or authorised by its rules, whether wholesale or retail, and including dealings of any description in immovable property:

Provided that—

- (a) no member other than a registered society shall have or claim any interest in the shares of the society exceeding nine hundred and sixty dollars; and
- (b) in regard to the business of banking, the society shall be subject to the provisions hereinafter contained.

Conditions of register.

4. With respect to the registration of societies the following provisions shall have effect:

- (a) No society shall be registered under this Act which does not consist of seven persons at least.
- (b) For the purpose of registration an application to register the society, signed by seven members and the secretary, and two printed copies of the rules, shall be sent to the Registrar.
- (c) No society shall be registered under a name identical with that under which any other existing society is registered, or so nearly resembling such name as to be likely, or in any name likely, in the opinion of the Registrar, to mislead the members or the public as to its identity and no society shall change its name except in the manner hereinafter provided.

Registration of society consisting of two or more other societies.

(d) A society consisting of two or more registered societies may be registered if the application to register the society is signed by two members of the committee and the secretary of each of the constituent societies and is accompanied by two printed copies of the rules of each such society.

(e) The word "limited" shall be the last word in the name of every society registered under this Act, except where the rules of the society provide that the members shall guarantee the payment of its liabilities.

Acknowledgement of registration. Schedule C.

5.¹ The Registrar, on being satisfied that a society has complied with this Act shall issue to such society an acknowledgment of registration under his hand.

Appeals from refusal to register.

6. (1) If the Registrar refuses to register a society or any rules or amendments of rules, the society may appeal from such refusal to a Judge of the High Court in Chambers.

(2) If the refusal to register is over-ruled on appeal, an acknowledgment of registration shall thereupon be given to the society by the Registrar.

Effect of acknowledgement of registration.

7. The acknowledgment of registration shall be conclusive evidence that the society therein mentioned is duly registered, unless it is proved that the registration of the society has been suspended or cancelled.

Cancellation of registration.

8. (1) The Registrar may cancel the registration of a society by writing under his hand –

(a) if at any time it is proved to his

¹ But see s. 67.

satisfaction that the number of the members of the society has been reduced to less than seven, or that the registration has been obtained by fraud or mistake, or that the society has ceased to exist;

- (b) if he thinks fit, at the request of a society, to be evidenced in such manner as he shall direct from time to time;
- (c) with the approval of the Attorney-General, on proof to his satisfaction that the society exists for an illegal purpose, or has wilfully and after notice from the Registrar violated any of the provisions of this Act.

Suspension of registration.

(2) The Registrar, in any case in which he might (with the approval of the Attorney-General), cancel the registration of a society, may suspend the same, by writing under his hand, for any time not exceeding three months, and with the approval of the Attorney-General renew such suspension from time to time for the like period.

(3) Not less than two months previous notice in writing, specifying the ground of any proposed cancelling or suspension of registration, shall be given by the Registrar to a society before the registration of the same can be cancelled (except at its request) or suspended, and notice of every cancelling or suspension shall be published in the Gazette, and in some daily newspaper as soon as practicable after the same takes place.

(4) A society may appeal from the cancelling of its registration, or from any suspension of the same, which is renewed after three months, to a Judge of the High Court in Chambers.

(5) A society whose registration has been suspended or cancelled shall from the date of publication in the Gazette of notice of such suspension or cancelling (but, if suspended, only while such suspension lasts, and subject also to the right of appeal hereby given) absolutely cease to enjoy as such the privileges of a registered society, but without prejudice to any liability actually incurred by such society, which may be enforced against the same, as if such suspension or cancelling had not taken place.

RULES

Rules and
amendments.
Schedule A.

9. (1) The rules of a registered society shall contain provisions in respect of the several matters mentioned in Schedule A.

(2) An amendment of a rule of a registered society shall not be valid until the same has been registered under this Act, for which purpose two copies of the same, signed by three members and the secretary, shall be sent to the Registrar.

(3) The Registrar shall, on being satisfied that any amendment of a rule is not contrary to this Act, issue to the society an acknowledgment of the registration of the same under his hand, which shall be conclusive evidence that the same is duly registered.

(4) A copy of the rules of a registered society shall be delivered by the society to every person on demand, on payment of a sum not exceeding twenty-five cents.

(5) The rules of a registered society, or any Schedule thereto, may set forth the form of any instrument necessary for carrying the purposes of the society into effect.

(6) The rules of a registered society shall provide for the profits being appropriated to any purposes stated therein or determined in such manner as the rules direct.

DUTIES OF SOCIETIES

Registered office.

10. Every registered society shall have a registered office to which all communications and notices shall be addressed, and shall send to the Registrar notice of the situation of such office, and every change therein.

Publication of name.

11. Every registered society shall paint or affix, and keep painted or affixed, its registered name on the outside of every office or place in which the business of the society is carried on, in a conspicuous position, in letters easily legible, and have its registered name engraven in legible characters on its seal, and have its registered name mentioned in legible characters in all notices, advertisements, and other official publications of the society, and in all bills of exchange, promissory notes, endorsements, cheques, and orders for money or goods, purporting to be signed by or on behalf of such society, and in all bills of parcels, invoices, receipts and letters of credit of the society.

Audit.

12. (1) Every registered society shall once in every year submit its account for audit to one or more of the public auditors appointed as in this Act mentioned.

(2) An auditor shall not hold any other office or connection with a society.

(3) The auditors shall have access to all the books, deeds, documents, and accounts of the society, and shall examine the balance sheets showing the receipts and expenditure, funds and effects of the society, and verify the same with the books, deeds, documents, accounts and vouchers relating thereto, and shall either sign the same as found by them to be correct, duly vouched, and in accordance with law, or specially report to the society in what respects they find them incorrect, unvouched, or not in accordance with law.

Annual returns.
Schedule E.

13. (1) Every registered society shall once in every year, not later than the 31st March, send to the Registrar an annual return of the receipts and expenditure, funds, and effects of the society as audited.

(2) The annual return—

- (a) shall be signed by the auditor or auditors; and
- (b) shall show separately the expenditure in respect of the several objects of the society; and
- (c) shall be made out from the date of its registration or last return to that of its last published balance sheet, provided that the last-named date is not more than four months before or one month after the 31st December, in which case it shall be made up to the said 31st December, inclusive; and
- (d) shall state whether the audit has been conducted by a public auditor appointed as by this Act is provided and by whom.

(3) A registered society shall, together with the annual return, send to the Registrar a copy of the report of the auditors, and a copy of each balance sheet made during the period included in the return.

Triennial
returns of
shareholders.

14. A registered society shall, once at least in every three years, make out and send to the Registrar, together with the annual return for the year, a special return signed by the auditor or auditors showing the holding of each person in the society (whether in shares or loans) at the date to which the

said annual return is made out:

Provided that, where such persons are in the list of members kept by the society distinguished by numbers, it shall be sufficient if they are distinguished in the special return by such numbers, and in that case it shall not be necessary to specify their names.

Supply of
copies of
annual returns.

15. Every registered society shall supply gratuitously to every member or person interested in the funds of the society, on his application, a copy of the last annual return of the society for the time being.

Copy of the last
balance sheet.

16. Every registered society shall keep a copy of the last balance sheet for the time being, together with the report of the auditors, always hung up in a conspicuous place at the registered office of the society.

INSPECTION OF BOOKS

Inspection of
books by
members.

17. (1) Save as provided by this Act, no member or person shall have any right to inspect the books of a registered society.

(2) Any member or person having an interest in the funds of a registered society shall be allowed to inspect his own account and the books containing the names of the members at all reasonable hours at the registered office of the society, or at any place where the same are kept, subject to such regulations as to the time and manner of such inspection as may be made from time to time by the general meetings of the society.

(3) A registered society under this Act may by any of its registered rules authorise the inspection of any of its books therein mentioned, but no person, unless he be an officer of the society, or be specially authorised by a resolution thereof, shall have the right to inspect the loan or deposit account of any other member without his written

consent.

Inspection of
books by order
of Registrar.

18. (1) The Registrar may, if he thinks fit, on the application of ten members of a registered society, each of whom has been a member of the society for not less than twelve months immediately preceding the date of the application, appoint an accountant or actuary to inspect the books of the society, and to report thereon:

Provided that—

- (a) the applicants shall deposit with the Registrar such sums as a security for the costs of the proposed inspection as the Registrar may require; and
- (b) all expenses incidental to any such inspection shall be defrayed by the applicants or out of the funds of the society, or by the members or officers, or former members or officers of the society, in such proportions as the Registrar may direct.

(2) A person appointed under this section shall have power to make copies of any books of the society, and to take extracts therefrom, at all reasonable hours at the registered office of the society, or at any place where the books are kept.

(3) The Registrar shall communicate the results of any such inspection to the applicants and to the Society.

BANKING BY SOCIETIES

Conditions of
banking by
societies.

19. (1) No registered society which has any withdrawable share capital shall carry on the business of banking.

Schedule B.

(2) Every registered society which carries on the business of banking shall on the first Monday in February and August in each year make out and keep conspicuously hung up in its registered office, and every other office or place of business belonging to it where the business of banking is carried on, a statement in the form in Schedule B or as near thereto as the circumstances admit.

(3) The taking of deposits of not more than two dollars in any one payment, nor more than ninety dollars for any one depositor, payable on not less than two clear days notice, shall not be included in the business of banking within the meaning of this Act; but no society which takes such deposits shall make any payment of withdrawable capital while any claim due on account of any such deposit is unsatisfied.

RETURNS AND DOCUMENTS

Form and deposit of documents.

20. Every return and other document required for the purposes of this Act shall be made in such form and shall contain such particulars as the Registrar prescribes, and shall be deposited and registered or recorded, with or without observations thereon, in such manner as the Registrar directs.

PRIVILEGES OF SOCIETIES

Incorporation of society with limited liability.

21. The registration of a society under this Act shall render it a body corporate by the name described in the acknowledgment of registration, with limited liability.

Rules to bind members.

22. The rules of a registered society under this Act shall bind the society and all members thereof and all persons claiming through them respectively to the same extent as if each member had subscribed his name and affixed his seal thereto, and there were contained in such rules a covenant on the part of such member, his heirs, executors, administrators, and assigns to conform thereto:

Provided that a member of a registered society shall not, without his consent in writing having been first obtained, be bound by any amendment of rules registered after he became a member, if and so far as such amendment requires him to take or subscribe for more shares than the number held by him at the date of registration of the amendment, or to pay upon the shares so held any sum exceeding the amount unpaid upon them at that date, or in any other way increases the liability of the member to contribute to the share or loan capital of the society.

Remedy for debts from members.

23. (1) All moneys payable by a member to a registered society shall be a debt due from such member to the society, and shall be recoverable as such either in the magistrate's court of the district in which the registered office of the society is situate, or in that of the district in which such member resides, at the option of the society.

(2) A registered society shall have a lien on the shares of any member for any debt due to it by him, and may set off any sum credited to the member thereon, in or towards the payment of such debt.

Power of nomination for sums not exceeding \$500.
[4 of 1972]

24. (1) A member of a registered society not being under the age of sixteen years may, by writing under this hand delivered at or sent to the registered office of the society during the lifetime of such member or made in any book kept thereat, nominate any person or persons to or among whom there shall be transferred at his decease such property in the society as may be his at the time of his decease (whether in shares, loans, or deposits, or otherwise), or so much thereof as is specified in such nomination, if the nomination does not comprise the whole. If on the death of the nominator the amount of his property in the society comprised in the nomination exceeds five hundred dollars the nomination shall be valid to the extent of the sum of five hundred dollars, but not otherwise:

Provided that a person so nominated shall not be an officer or servant of the society unless such officer or servant is the husband, wife, father, mother, child, brother, sister, uncle, aunt, nephew, or niece of the nominator.

(2) A nomination so made may be revoked or varied by a subsequent nomination signed and delivered or sent or made as aforesaid or by any similar document in the nature of a revocation or variation under the hand of the nominator so delivered, sent or made as aforesaid, but shall not be revocable or variable by the will of the nominator or by any codicil thereto.

(3) The society shall keep a book wherein the names of all persons so nominated and all revocations or variations (if any) of such nominations shall be recorded, and the property comprised in any such nomination to an amount not exceeding five hundred dollars shall be payable or transferable to the nominee although the rules of the society declare the shares not to be transferable.

(4) The marriage of a member of a society shall operate as a revocation of any nomination made by him before such marriage, provided that, in the event of any officer of a society having transferred any property of a member to a nominee, in ignorance of a marriage contracted subsequent to the date of the nomination, the receipt of the nominee shall be a valid discharge to the society, and the society shall be under no liability to any other person claiming such property.

Proceedings on
the death of a
nominator.
[4 of 1972]

25. (1) On receiving satisfactory proof of the death of a nominator, the committee of the society shall, subject to the limitation on amount hereinbefore provided, either transfer the property comprised in the nomination in manner directed by the nomination, or pay to every person entitled thereunder the full value of the property given to him, unless the shares comprised in the nomination, if transferred as directed by the nominator, would raise the share capital of any

nominee to a sum exceeding one thousand dollars, in which case they shall pay him the value of such excess.

(2) Where a nominee who is nominated under this Act is under sixteen years of age, the society may pay the sum nominated to either parent, or to a guardian of the nominee, or to the Public Trustee, and the receipt of such parent, guardian, or the Public Trustee shall be a sufficient discharge to the society for all moneys so paid.

Provisions for
intestacy.
[4 of 1972]

26. (1) If any member of a registered society entitled to property therein in respect of shares, loans, or deposits, not exceeding in the whole, at his death, five hundred dollars, dies intestate, without having made any nomination thereof then subsisting, the committee may, without letters of administration, distribute the same among such persons as appear to them, on such evidence as they deem satisfactory, to be entitled by law to receive the same.

(2) If any such member is illegitimate and leaves no widow, widower, or issue, the committee shall deal with his property in the society as the Public Trustee may with the approval of the Minister direct.

Provisions as to
death duties.

27. (1) If the net value of the estate in respect of which estate duty is payable, of any deceased member of a registered society exceeds five hundred dollars, the property or money to be transferred or paid under section 24, 25 or 26 without probate or administration shall be liable to estate duty as part of the amount on which that duty is charged; and the committee of the society, before making any such transfer or payment, may require a statutory declaration by the claimant or one of the claimants that such net value, including the property or money in question, does not, after deduction of debts and funeral expenses exceed five hundred dollars.

(2) If the net value of the property or money to be so transferred or paid exceeds four hundred dollars the committee of the society shall, before making any transfer or

payment to any person other than the legal personal representative of the deceased member, require production of a certificate from the Registrar of the payment of the estate duty, or a certificate that no estate duty is payable thereon.

Power to deal with the property of insane or lunatic members.

28. Where a member or a person claiming through a member of a society is insane, and no committee of his estate or trustee of his property has been duly appointed, the society may, when it is proved to the satisfaction of the committee that it is just and expedient so to do, pay the amount of the shares, loans and deposits belonging to such member or persons, to the Public Trustee, whose receipt shall be a good discharge to the society for any sum so paid.

Payments to persons apparently entitled valid.

29. All payments or transfers made by the committee of a registered society, under the provisions of this Act with respect to payments or transfer to or on behalf of deceased or insane members, to any person who at the time appears to the committee to be entitled thereunder, shall be valid and effectual against any demand made upon the committee or society by any other person.

Transfer of stock standing in name of trustee.

30. (1) When any person in whose name any stock belonging to a registered society is standing, either jointly with another or others, or solely, as a trustee therefor, is absent from Guyana or becomes bankrupt or insolvent, or files any petition or executes any deed for liquidation of his affairs by assignment or arrangement, or for composition with his creditors, or becomes a lunatic, or is dead, or has been removed from his office of trustee, or if it be unknown whether such person is living or dead, the Registrar, on application in writing from the secretary and three members of the society, and on proof satisfactory to him, may direct the transfer of the stock into the names of any other persons as trustees for the society.

(2) The transfer shall be made by the surviving or continuing trustees, and if there be no such trustee, or if such trustees refuse or be unable to make such transfer, and the

Registrar so directs, then by any person in that behalf appointed under his hand by the Registrar.

(3) Such person is hereby indemnified for anything done by him in pursuance of this provision against any claim or demand of any person injuriously affected thereby.

Membership of
minors.
[O. 4/1974]

31. A person under the age of eighteen but above the age of sixteen may be a member of a registered society, unless provision be made in the rules thereof to the contrary, and may, subject to the rules of the society, enjoy all the rights of a member (except as by this Act provided), and execute all instruments and give all acquittances necessary to be executed or given under the rules, but shall not be a member of the committee, trustee, manager or treasurer of the society.

Promissory
notes and bills
of exchange.

32. A promissory note or bill of exchange shall be deemed to have been made, accepted, or endorsed on behalf of any society, if made, accepted, or endorsed in the name of the society, or by or on behalf or account of the society by any person acting under the authority of the society.

Register of
members of
shares.

33. Any register or list of members or shares kept by any society shall be *prima facie* evidence of any of the following particulars entered therein:

- (a) the names, addresses and occupation of the members, the number of shares held by them respectively, the numbers of such shares, if they are distinguished by numbers, and the amount paid or agreed to be considered as paid on any such shares;
- (b) the date at which the name of any person, company, or society was entered in such register or list as a member;

- (c) the date at which any such person, company, or society ceased to be a member.

Contracts, how made, varied or discharged.

34. Contracts on behalf of a registered society may be made, varied or discharged as follows:

- (a) Any contract, which if made between private persons would be by law required to be in writing or under seal, may be made on behalf of the society in writing under the common seal of the society, and may in the same manner be varied or discharged.
- (b) Any contract, which if made between private persons would be by law required to be in writing and signed by the persons to be charged therewith, may be made on behalf of the society in writing by any person acting under the express or implied authority of the society, and may in the same manner be varied or discharged.
- (c) Any contract under seal, which if made between private persons, might be varied or discharged by a writing not under seal, signed by any person interested therein, may be similarly varied or discharged on behalf of the society by a writing not under seal, signed by any person acting under the express or implied authority of the society.
- (d) Any contract, which if made between

private persons would be by law valid though made by parol only and not reduced into writing, may be made by parol on behalf of the society by any person acting under the express authority of the society, and may in the same manner be varied or discharged.

- (e) A signature, purporting to be made by a person holding any office in the society, attached to a writing whereby any contract purports to be made, varied or discharged by or on behalf of the society, shall *prima facie* be taken to be the signature of a person holding at the time when the signature was made the office so stated.

All contracts which may be or have been made, varied, or discharged according to the provisions contained in this section, shall, so far as concerns the form thereof, be effectual in law and binding on the society and all other parties thereto, their heirs, executors, or administrators, as the case may be.

PROPERTY AND FUNDS OF REGISTERED SOCIETY

Holding of
land.

35. A registered society may (if its rules do not direct otherwise) hold, purchase, or take on lease in its own name any land, and may sell, exchange, mortgage, lease, or build upon the same, and no purchaser, assignee, mortgagee, tenant, or bondholder shall be bound to inquire as to the authority for any such sale, exchange, mortgage, or lease by the society, and the receipt of the society shall be a discharge for all moneys arising from or in connection with such sale, exchange, mortgage, or lease.

Investment by societies.
[29 of 1991]

36. (1) A registered society may invest any part of its capital in or upon any security authorised by its rules, and also, if the rules do not direct otherwise —

- (a) in or upon any security in which trustees are for the time being authorised by law to invest; and
- (b) in or upon any mortgage, bond, debenture, debenture stock, inscribed stock, annuity, rent-charge, rent, or other security (not being securities payable to bearer), authorised by or under any law passed or to be passed by the Legislature of Guyana or of any other Commonwealth territory; and
- (c) in the shares or on the security of any other society registered under this Act, or of any company incorporated, continued or registered under the Companies Act, or incorporated by any law or by charter:

c. 89:01

Provided that no such investment be made in the shares of any society or company other than one with limited liability.

(2) A society so investing shall be deemed to be a person within the meaning of the Companies Act.

c. 89:01

Power to invest in Government Savings Bank.

37. A registered society may invest its capital and funds, or any part thereof to any amount, in any Government or Post Office Savings Bank.

Advances to members.

38. The rules of a registered society may provide for advances of money to members on the security of movable or immovable property, or in the case of a society registered to

carry on banking business in any manner customary in the conduct of such business.

Societies,
members of
other bodies
corporate may
vote by proxy

39. A registered society which has invested any part of its capital in the shares or on the security of any other body corporate may appoint as proxy any one of its members, although such member is not personally a shareholder of such other body corporate. The proxy shall, during the continuance of his appointment, be taken in virtue thereof as holding the number of shares held by the society by whom he is appointed for all purposes except the transfer of any such shares, or the giving receipts for any dividends thereon.

Anybody
corporate may
hold shares in a
society.

40. Any other body corporate may, if its regulations permit, hold shares by its corporate name in a registered society.

DISCHARGE OF MORTGAGES BY RECEIPT

Discharge of
mortgages on
production of
receipt.

41. (1) If a receipt in full, signed by two members of the committee and countersigned by the secretary of a registered society, for all moneys secured to the society by mortgage or other assurance on the security of any property to which such receipt relates and being in the form in Schedule B or in any other form specified in the rules of the society or any Schedule thereto and endorsed on or annexed to the gross of such mortgage or assurance, be produced to the Registrar verified by oath or statutory declaration of any person, he shall enter satisfaction on the register of the mortgage or of the charge made by the assurance or shall cancel the said mortgage or assurance, and shall grant a certificate to the like effect, which certificate shall be received in all courts without further proof, and there shall be paid to the Registrar a fee of sixty cents for making the said entry or cancellation and granting the certificate.

Schedule B.

Where society
is in
liquidation.

(2) Where a registered society is in liquidation, a receipt as aforesaid signed by the liquidator for the time being, described as such, shall have the same effect as a

receipt signed as provided by subsection (1).

OFFICERS IN RECEIPT OR CHARGE OF MONEY

Security by
officers.

42. Every officer of a registered society having receipt or charge of money, if the rules of the society require, shall, before taking upon himself the execution of his office, become bound, either with or without a surety as the committee may require, in a bond according to one of the forms set forth in Schedule C, or such other forms as the committee of the society approve, or give the security of a guarantee society, in such sum as the committee directs, conditioned for his rendering a just and true account of all moneys received and paid by him on account of the society at such times as its rules appoint, or as the society or the committee thereof requires him to do, and for the payment by him of all sums due from him to the society:

Schedule C.

Provided that, whether such rules require it or not, the Registrar may from time to time by writing under his hand addressed to the secretary either require that security be given or that any security already given may be increased having regard to the business done and the responsibilities of such officer.

Accounts of
officers.
[4 of 1972]

43. (1) Every officer of a registered society having receipt or charge of money, or his executors or administrators, shall, at such times as by the rules of the society he should render account, or upon demand made, or notice in writing given or left at his last or usual place of residence, give in his account as may be required by the society, or by the committee thereof, to be examined and allowed or disallowed by them, and shall, on the like demand or notice, pay over all moneys and deliver all property for the time being in his hands or custody to such person as the society or the committee appoint; and in case of any neglect or refusal to deliver such account, or to pay over such moneys or to deliver such property in manner aforesaid, the society may sue upon the bond or security before mentioned, or may apply to a

Judge of the High Court (who may proceed in a summary way), and the order of such Court shall be final and conclusive.

(2) This section shall apply to every servant of a registered society in receipt or charge of money in every case where he is not engaged under a special agreement to account and after the death of such servant to his personal representatives.

DISPUTES

Decision of
disputes.

44. (1) Every dispute between a member of a registered society, or any person aggrieved who has not more than six months ceased to be a member of a registered society, or any person claiming through such member or person aggrieved, or claiming under the rules of a registered society, and the society or an officer thereof, shall be decided in manner directed by the rules of the society, if they contain any such direction, and the decision so made shall be binding and conclusive on all parties without appeal, and shall not be removable into any court of law or restrainable by injunction; and application for the enforcement thereof may be made to a Judge of the High Court.

(2) The parties to a dispute in a society may, by consent (unless the rules of such society expressly forbid it), refer such dispute to the Registrar who shall hear and determine such dispute, and shall have power to order the expenses of determining the same to be paid out of the funds of the society or by such parties to the dispute as he shall think fit, and such determination and order shall have the same effect and be enforceable in like manner as a decision made in the manner directed by the rules of the society.

(3) The Registrar to whom any dispute is referred may administer oaths, and may require the attendance of all parties concerned, and of witnesses, and the production of all books and documents relating to the

matter in question; and any person refusing to attend, or to produce any documents, or to give evidence before such Registrar shall be guilty of an offence under this Act.

(4) Where the rules contain no direction as to disputes, or where no decision is made on a dispute within thirty days after application to the society for a reference under its rules, the member or person aggrieved may apply to the magistrate of the district in which the society is situated, who may hear and determine the matter in dispute.

c. 7:03

(5) Notwithstanding anything contained in the Arbitration Act, or in any other Act, the Court or Registrar shall not be compelled to state a special case on any question of law arising in the case, but the Court or Registrar may, at the request of either party, state a case for the opinion of the Full Court of the High Court on any question of law, and may also grant to either party such discovery as to documents and otherwise or such inspection of documents as might be granted by the High Court; such discovery to be made on behalf of the society by such officer of the same as such Court or the Registrar may determine.

INSPECTION OF AFFAIRS

Power to
appoint
inspectors

45. (1) Upon the application of one-tenth of the whole number of members of a registered society, or of one hundred members in the case of a society exceeding one thousand members, the Registrar may—

- (a) appoint an inspector or inspectors to examine into and report on the affairs of such society; or
- (b) call a special meeting of the society.

(2) The application under this section shall be supported by such evidence, for the purpose of showing that

the applicants have good reason for requiring such inspection to be made or meeting to be called, and that they are not actuated by malicious motives in their application, and such notice thereof shall be given to the society as the Registrar shall direct.

(3) The Registrar may, if he thinks fit, require the applicants to give security for the costs of the proposed inspection or meeting, before appointing any inspector, or calling such meeting.

(4) All expenses of and incidental or preliminary to any such inspection or meeting shall be defrayed by the members applying for the same, or out of the funds of the society, or by the members or officers or former members or officers of the society, in such proportions as the Registrar shall direct.

(5) An inspector appointed under this section may require the production of all or any of the books, accounts, securities, and documents of the society, and may examine on oath its officers, members, agents, and servants in relation to its business, and may administer an oath accordingly.

(6) The Registrar may direct at what time and place a special meeting under this section is to be held, and what matters are to be discussed and determined at the meeting, and the meeting shall have all the powers of a meeting called according to the rules of the society and shall in all cases have power to appoint its own chairman, any rule of the society to the contrary notwithstanding.

CHANGE OF NAME: AMALGAMATION: CONVERSION

Meaning of special resolution.

46. For the purposes of this Act a special resolution shall mean a resolution which is—

(a) passed by a majority of not less than

three-fourths of such members of a registered society for the time being entitled under the rules to vote as may have voted in person, or by proxy where the Rules allow proxies, at any general meeting of which notice, specifying the intention to propose the resolutions, has been duly given according to the Rules; and

- (b) confirmed by a majority of such members for the time being entitled under the Rules to vote as may have voted in person, or by proxy where the Rules allow proxies, at a subsequent general meeting of which notice has been duly given, held not less than fourteen days nor more than one month from the day of the meeting at which such resolution was first passed.

At any meeting mentioned in this section a declaration by the chairman that the resolution has been carried shall be deemed conclusive evidence of the fact.

Power to
change name.

47. A registered society may, by special resolution, with the approval in writing of the Registrar, change its name; but no such change shall affect any right or obligation of the society or of any member thereof, and any pending legal proceedings may be continued by or against the society notwithstanding its new name.

Amalgamation
and transfer of
engagements.

48. (1) Any two or more registered societies may, by special resolution of both or all such societies, become amalgamated together as one society, with or without any dissolution or division of the funds of such societies or either of them, and the property of such societies shall become vested in the amalgamated society without the necessity of

any form of conveyance other than that contained in the special resolution amalgamating the societies.

(2) Any registered society may by special resolution transfer its engagements to any other registered society which may undertake to fulfil the engagements of such society.

(3) On a transfer of engagements under this section registration of the society shall not be cancelled until a certificate signed by the secretary or some other officer of the society approved by the Registrar has been lodged with the Registrar that all property vested in the society has been duly conveyed or transferred to the persons entitled.

Conversion of
society into
company.
[29 of 1991]
c. 89:01

49. (1) A registered society may by special resolution determine to convert itself into a company under the Companies Act, or to amalgamate with or transfer its engagements to any such company.

(2) If a special resolution for converting a registered society into a company contains the particulars by the Companies Act required to be contained in the articles of incorporation of a company, and a copy thereof has been registered at the office of the Registrar a copy of such resolution under the signature of the Registrar shall have the same effect as articles of incorporation duly signed and attested under the said Act.

(3) If a registered society is registered as, or amalgamated with, or transfers all its engagements to, a company, the registration of such society under this Act shall thereupon become void, and the same shall be cancelled by the Registrar; but the registration of a society as a company shall not affect any right or claim for the time being subsisting against such society; or any penalty for the time being incurred by such society; and, for the purpose of enforcing such right, claim or penalty, the society may be sued and proceeded against in the same manner as if it had

not become registered as a company, and every such right or claim or the liability to such penalty, shall have priority, as against the property of such company, over all other rights or claims against or liabilities of such company.

Conversion of
company into
society.
[4 of 1972
29 of 1991]
c. 89:01

50. (1) A company registered under the Companies Act may, by a special resolution, determine to convert itself into a registered society, and, for this purpose, in any case where the nominal value of its shares held by any member other than a registered society exceeds one thousand dollars may, by such resolution, provide for the conversion of the excess of such share capital over one thousand dollars into a transferable loan stock bearing such rate of interest as may thereby be fixed and repayable on such conditions only as are in such resolution determined.

(2) A resolution for the conversion of a company into a registered society shall be accompanied by a copy of the rules of the society therein referred to, and shall appoint seven persons, members of the company, who, together with the secretary, shall sign the rules, and who may either be authorised to accept any alterations made by the Registrar therein, without further consulting the company, or may be required to lay all such alterations before the company in general meeting for acceptance as the resolution may direct.

(3) With the rules a copy of the special resolution for conversion of the company into a registered society shall be sent to the Registrar, who, upon the registration of the society, shall give it, in addition to the acknowledgment of registration, a certificate similarly sealed or signed that the rules of the society referred to in the resolution have been registered, but in the registered name of the company as a society the word "company" shall not be used.

(4) A copy of the resolution for the conversion of the company into a registered society under the seal of the

company, together with the certificate so issued by the Registrar, shall be sent for registration to the office of the Registrar of Joint Stock Companies, and, upon the registration of such resolution and certificate, the conversion shall take effect.

c. 89:01 (5) Upon the conversion of a company into a registered society the registration of the company under the Companies Act shall become void and shall be cancelled by the proper officer, but the registration of a company as a registered society shall not affect any right or claim for the time being subsisting against the company, or any penalty for the time being incurred by such company, and for the purpose of enforcing any such right, claim, or penalty, the company may be sued and proceeded against in the same manner as if it had not become registered as a society. And every such right or claim, and the liability to such penalty, shall have priority as against the property of such society over all other rights or claims against or liabilities of the society.

Registration of special resolutions.

51. A copy of every special resolution for any of the purposes mentioned in this Act, signed by the chairman of the meeting at which the resolution was confirmed, and countersigned by the secretary of the society, shall be sent to the Registrar and registered, and until that copy is so registered the special resolution shall not take effect.

Saving of rights of creditors.

52. An amalgamation of transfer of engagements, in pursuance of this Act shall not prejudice any right of a creditor of any registered society party thereto.

DISSOLUTION OF SOCIETIES

Provisions as to dissolution of societies. [29 of 1991] c. 89:01

53. (1) A registered society may be dissolved —

- (a) by an order to wind up the society, or a resolution for the winding up thereof, made as is directed in regard to companies by the Companies Act,

the provisions whereof shall apply to any such order or resolution; or

- (b) by the consent of three-fourths of the members, testified by their signatures to an instrument of dissolution.

(2) On dissolution of a registered society the society shall not be dissolved and registration of the society shall not be cancelled until a certificate signed by the liquidator or by the secretary or some other officer of the Society approved by the Registrar that all property vested in the society has been duly conveyed or transferred by the society to the persons entitled.

Liability of members in winding up.

54. Except where the rules of the society provide that the members shall guarantee the payment of its liabilities, where a registered society is wound up in pursuance of an order or resolution the liability of a present or past member of a society to contribute for payment of the debts and liabilities of the society, the expenses of winding up, and the adjustment of the rights of contributories amongst themselves, shall be qualified as follows:

- (a) No individual, society, or company, who or which has ceased to be a member for one year or upwards prior to the commencement of the winding up, shall be liable to contribute.
- (b) No individual, society, or company shall be liable to contribute in respect of any debt or liability contracted after he or it ceased to be a member.
- (c) No individual, society, or company, not a member, shall be liable to contribute, unless it appears to the

Court that the contributions of the existing members are insufficient to satisfy the just demands on the society.

- (d) No contribution shall be required from any individual, society, or company exceeding the amount, if any, unpaid on the shares in respect of which he or it is liable as a past or present member.
- (e) An individual, society, or company shall be taken to have ceased to be a member, in respect of any withdrawable share withdrawn, from the date of the notice or application for withdrawal.

Provisions as to
instrument of
dissolution.

55. Where a society is terminated by an instrument of dissolution—

- (a) the instrument of dissolution shall set forth the liabilities and assets of the society in detail, the number of members and the nature of their interests in the society respectively, the claims of creditors (if any) and the provisions to be made for their payment, and the intended appropriation or division of the funds and property of the society, unless the same be stated in the instrument of dissolution to be left to the award of the Registrar;
- (b) alterations in the instrument of dissolution may be made with like consents as hereinbefore provided, and testified in the same manner;

- (c) a statutory declaration shall be made by three members and the secretary of the society that the provisions of this Act have been complied with, and shall be sent to the Registrar with the instrument of dissolution; and any person knowingly making a false or fraudulent declaration in the matter shall be guilty of a misdemeanour;
- (d) the instrument of dissolution and all alterations therein shall be registered in the manner herein provided for the registration of rules, and shall be binding upon all the members of the society;
- (e) the Registrar shall cause a notice of the dissolution to be advertised at the expense of the society in the *Gazette* and in some daily newspaper; and unless, within three months from the date of the *Gazette* in which such advertisement appears, a member or other person interested in or having any claim on the funds of the society commences proceedings to set aside the dissolution of the society in the High Court, and such dissolution is set aside accordingly, the society shall be legally dissolved from the date of such advertisement, and the requisite consents to the instrument of dissolution shall be considered to have been duly obtained without proof of the signatures thereto;
- (f) notice shall be sent to the Registrar of any proceeding to set aside the

dissolution of a society, not less than seven days before it is commenced, by the person by whom it is taken, or of any order setting it aside, within seven days after it is made by the society.

OFFENCES, PENALTIES AND LEGAL PROCEEDINGS

Offences by
societies, etc.

56. It shall be an offence if—

- (a) a registered society, or an officer or member thereof, or any other person, fails to give any notice, send any return or document, do or allow to be done anything which the society, officer, or member, or person is by this Act required to give, send, do, or allow to be done; or
- (b) a registered society, or an officer or member thereof, or any other person, wilfully neglects or refuses to do any act, or to furnish any information required for the purposes of this Act by the Registrar, or by any other person authorised under this Act, or does anything forbidden by this Act; or
- (c) a registered society, or an officer or member thereof, or any other person, makes a return, or wilfully furnishes information in any respect false or insufficient; or
- (d) a registered society carries on the business of banking when it has any withdrawable share capital, or in

carrying on such business does not make out and keep conspicuously hung up such statement as is hereinbefore required, or makes any payment of withdrawable capital contrary to the provisions of this Act.

Offences by societies to be also offences by officers, etc.

57. Every offence by a society under this Act shall be deemed to have been also committed by every officer of the same bound by the rules thereof to fulfil the duty whereof such offence is a breach, or, if there be no such officer, then by every member of the committee of the same, unless such member be proved to have been ignorant of or to have attempted to prevent the commission of such offence; and every act or default under this Act constituting an offence, if continued, shall constitute a new offence in every week during which the same continues.

Punishment of fraud or misappropriation.

58. If any person obtains possession by false representation or imposition of any property of a society, or having the same in his possession withholds or misapplies the same, or wilfully applies any part thereof to purposes other than those expressed or directed in the rules of the society and authorised by this Act he shall, on the complaint of the society, or of any member authorised by the society, or the committee thereof, or by the Registrar be liable on summary conviction to a fine of three hundred dollars, and to be ordered to deliver up all such property or to repay all moneys applied improperly, and in default of such delivery or repayment, or of the payment of such fine, to be imprisoned for three months; but nothing in this section shall prevent any such person from being proceeded against by way of indictment, if not previously convicted of the same offence under this Act.

Penalty for falsification.

59. If any person wilfully makes, orders or allows to be made an entry or erasure in, or omission from, any balance sheet of a registered society, or any contribution or collecting book, or any return or document required to be sent,

produced, or delivered, for the purposes of this Act, with intent to falsify the same, or to evade any of the provisions of this Act, he shall be liable to a fine of seven hundred and fifty dollars.

Penalty for not using name of society.

60. If any officer of a registered society, or any person on its behalf uses any seal purporting to be a seal of the society, whereon its name is not so engraved as aforesaid, or issues or authorises the issue of any notice, advertisement, or other official publication of the society, or signs or authorises to be signed on behalf of the society any bill of exchange, promissory note, endorsement, cheque, order for money, or goods, or issues or authorises to be issued any bills of parcels, invoice, receipt, or letters of credit of the society, wherein its name is not mentioned in manner aforesaid, he shall be liable to a fine of seven hundred and fifty dollars, and shall further be personally liable to the holder of any such bill of exchange, promissory note, cheque or order for money or goods for the amount thereof, unless the same is duly paid by the society.

Delivery of untrue rules.

61. It shall be an offence if any person, with intent to mislead or defraud, gives to any other person a copy of any rules, other than the rules for the time being registered under this Act, on the pretence that the same are existing rules of a registered society, or that there are no other rules of such society, or gives to any person a copy of any rules on the pretence that such rules are the rules of a registered society, when the society is not registered.

Penalty for ordinary offences.

62. Every society, officer or member of a society, or other person guilty of an offence under this Act, for which no penalty is expressly provided herein, shall be liable to a fine of seventy-five dollars.

Recovery of penalties.

63. (1) Every fine imposed by this Act, or by any regulations under this Act, or by the rules of a registered society, shall be recoverable under the Summary Jurisdiction Acts.

(2) Any such fine, if imposed by this Act or by any regulations thereunder, shall be recoverable at the suit of the Registrar, or of any person aggrieved, and, if imposed by the rules of a registered society, shall be recoverable at the suit of the society.

(3) Any costs or expenses ordered or directed by the Registrar to be paid by any person under this Act shall be recoverable under the Summary Jurisdiction (Petty Debt) Act.

c. 7:01

(4) Where proceedings are taken against a society for the recovery of a fine under this Act, the summons or other process shall be sufficiently served by leaving a true copy thereof at the registered office of the society, or, if that office is closed, by posting the copy on the outer door of that office.

SUPPLEMENTAL

Public auditors.

64. The Minister may appoint public auditors for the purposes of this Act, and may determine the rates of remuneration to be paid by registered societies for the services of such auditors.

Fees.

65. (1) The Minister may determine a scale of fees to be paid for matters to be transacted or for the inspection of documents under this Act.

(2) All fees received by the Registrar shall be paid to the Accountant General.

Regulations.

66. (1) The Minister may make regulations respecting registration and procedure under this Act, and the forms to be used for registration, and the duties and functions of the Registrar, and the inspection of documents kept by the Registrar, and generally for carrying this Act into effect.

(2) All such regulations shall be laid before the National Assembly within ten days after the making thereof if

the Assembly is then sitting, or, if not then sitting, then within ten days from the then next sitting of the Assembly.

Schedules. (3) Until otherwise provided by regulations, the fees and forms contained in the Schedules shall be used.

No registration after 8th May, 1948.
[12 of 1948]

67. No society shall be registered under this Act after the 8th May, 1948.

s.9

SCHEDULE A

MATTERS TO BE PROVIDED FOR BY THE RULES OF SOCIETIES REGISTERED UNDER THIS ACT

1. Object, name, and registered office of the society.
2. Terms of admission of the members, including any society or company investing funds in the society under this Act.
3. Mode of holding meetings, scale and right of voting, and of making, altering, or rescinding rules.
4. The appointment and removal of a committee of management, by whatever name, of managers or other officers, and their respective powers and remuneration.
5. Determination of the amount of interest, not exceeding nine hundred and sixty dollars, in the shares of the society which any member other than a registered society may hold.
6. Determination whether the society may contract loans or receive money on deposit, subject to this Act, from members or others; and, if so, under what conditions, on what

security, and to what limits of amount.

7. Determination whether the shares or any of them shall be transferable, and provision for the form of transfer and registration of the shares, and for the consent of the committee thereto; determination whether the shares or any of them shall be withdrawable, and provision for the mode of withdrawal and for payment of the balance due thereon on withdrawing from the society.

8. Provision for the audit of accounts, and for the appointment of a public auditor.

9. Determination whether and how members may withdraw from the society, and provision for the claims of the representatives of deceased members, or the trustees of the property of bankrupt members, and for the payment of nominees.

10. Mode of application of profits.

11. Provisions for the custody and use of the seal of the society.

12. Determination whether, and by what authority, and in what manner, any part of the capital may be invested.

SCHEDULE B

s.19

**FORM OF STATEMENT TO BE MADE OUT BY A
SOCIETY CARRYING ON THE BUSINESS OF BANKING**

1. Capital of the society:

- (a) Nominal amount of each share;
- (b) Number of shares issued;

(c) Amount paid up on shares.

2. Liabilities of the society on the first day of January (or as the case may be) last previous:

- (a) On judgments;
- (b) On speciality;
- (c) On notes or bills;
- (d) On simple contract;
- (e) On estimated liabilities.

3. Assets of the society on the same date:

- (a) Government or other securities (stating them);
- (b) Bills of exchange and promissory notes;
- (c) Cash on bankers;
- (d) Other securities.

s.41

FORM OF RECEIPTS TO BE ENDORSED ON GROSS OF MORTGAGE OR OTHER ASSURANCE

The....., Limited, hereby acknowledges to have received all moneys intended to be secured by the within (or above) written deed.

Dated this..... day of20.....

} Members
 of the
 } Committee.
 Secretary.

SCHEDULE C

s.5

ACKNOWLEDGMENT OF REGISTRATION OF SOCIETY

The, Limited, is registered under the Industrial and Provident Societies Act this.....day of.....20.....

(Seal of the Deeds Registry and
Signature of the Registrar)

s.9

**ACKNOWLEDGMENT OF REGISTRATION OF
AMENDMENT OF RULES**

The foregoing amendment of the rules of the, Limited, is registered under the Industrial and Provident Societies Act, this.....day of..... 20.....

(Seal of the Deeds Registry and
Signature of the Registrar)

s.42

FORMS OF BOND (1 (a) & 2 (b))

1. (a) Know all men by these presents, that we, A.B., of.....one of the officers of the, Limited, hereinafter referred to as "the Society" whose registered office is atin the county of and C.D., of (as surety on behalf of the said A.B.) are jointly and severally held and firmly bound to the said society in the sum ofto be paid to the said society, or their certain attorney, for which payment well and truly to be made we jointly and severally bind ourselves, and each of us by himself, our and each of our heirs, executors and administrators, firmly by these presents.

Sealed with our seals. Dated theday of20.....

Whereas the above-bounder A.B. has been duly appointed to the office of of theSociety and he, together with the above-bounder C.D. as his surety, have entered into the above-written bond, subject to the condition hereinafter contained: Now therefore the condition of the above-written bond is such, that if the said A.B. do render a just and true account of all moneys received and paid by him on account of the society, at such times as the rules thereof appoint, and do pay over all the moneys remaining in his hands, and assign and transfer or deliver all property (including books and papers) belonging to the society in his hands or custody to such person or persons as the society or the committee thereof appoint, according to the rules of the society, together with the proper and legal receipts or vouchers for such payments, then the above-written bond shall be void, but otherwise shall remain in full force.

Sealed and delivered in the presence of

2. (b) Know all men by these presents that Iof in the county of, am firmly bound to Limited, hereinafter referred to as "the Society" , whose registered office is atin the county of....., in the sum ofdollars to be paid to the said society or their assigns, for which payment to be truly made to the said society or their certain attorney or assigns I bind myself, my heirs, executors, and administrators, by these presents sealed with my seal.

(And know further that I (we) as surety (sureties) for the above-named principal obligor and such obligor are jointly and severally bound to the society in

the sum aforesaid to be paid to the society or their assigns, for which payment to be truly made to the society or their certain attorney or assigns we firmly bind ourselves and each of us our and each of our heirs, executors, and administrators by these presents sealed with our seal).

Dated the.....day of..... 20.....

The condition of the above-contained bond is that if the said faithfully execute the office of..... to the society during such time as he continues to hold the same in virtue either of his present appointment, or of any renewal thereof if such office is of a renewable character (without wasting, embezzling, losing, mispending, misapplying, or unlawfully making away with any of the moneys, goods, chattels, wares, merchandise or effects whatsoever of the said society at any time committed to his charge, custody, or keeping by reason or means of his said office), and render a true and full account of all moneys received or paid by him on its behalf as and when he is required by the committee of management of the society for the time being, and pay over all the moneys remaining in his hands, from time to time, and assign, transfer, and deliver up all securities, books, papers, property, and effects whatsoever of or belonging to the society in his charge, custody, or keeping, to such person or persons as the said committee may appoint, according to the rules or regulations of the society for the time being, together with the proper or legal receipts or vouchers for such payments; and in all other respects well and faithfully perform and fulfil the said office of to the society according to the rules thereof, then the above contained bond shall be void and of no effect; but otherwise shall remain in full force.

Sealed and delivered by the above-named

(The words between brackets against which we have set our initials being first struck out) in the presence of us and.....

s. 66 (3)

SCHEDULE D

FEES

	\$ c
(1) For the registration of a society	2.00
(2) For the registration of any special resolution of the society the sum of	2.50
(3) For the registration of amendment of rules or of any new rules of the society	2.50
(4) For a direction, to transfer stock	5.00
(5) For every appointment of inspectors or calling of a special meeting by the Registrar	5.00
(6) For the determination of the Registrar on a dispute, or for his award for dissolution or of funds	5.00
(7) And if more than one hearing or adjournment becomes necessary then \$5 more for every hearing after the first, and for every adjournment	
(8) For every document (except as hereafter mentioned) required to be signed by the Registrar, and to bear the seal of his office, not chargeable with any other fee	0.60
(9) For every inspection on the same day of documents whether one or more in the custody of the Registrar relating to one and the same society	0.25
(10) For every copy or extract of any document in the custody of the Registrar not exceeding 216 words twenty-five cents and if exceeding that number eight cents per folio of 72 words (in addition to the fee if any for the signature of the Registrar and seal of his office).	
(11) No fee shall be payable for —	
(a) the cancelling or suspension or registration of a society;	

- (b) any notice of change of office;
- (c) any instrument of dissolution or any amendment therein;
- (d) any document or copy of document supplied to a public department;
- (e) any document in respect of which a fee is already chargeable under or by virtue of this Act or any other Act;
- (f) recording the original rules of a society.

The Registrar may dispense with the fee for inspection of documents, in cases where he may consider it for the public interest so to do.

SCHEDULE E

FORM OF ANNUAL RETURN

Name of society

Objects of society

Registered number

Date of establishment

When first registered

Name and address of the Treasurer

and of every other officer in receipt or charge of money

Amount of security given by him or them

Number of members at the beginning of the year

Number of members admitted during the year

Together

Number of members whose membership ceased during the

year.....

Total number of members at the end of the year

State amount of business done during the year

(See auditors' report and financial statement.)

The audit for the year has been conducted by Mr

Public Auditor (or by Mr..... of

whose calling or profession iswho

were appointed auditors by

under the authority of Rule No

Registered office of the society is situated at

..... in the county of

.....

Dated theday of..... 20....

Signed.....

.....Auditors

.....Secretary

SUBSIDIARY LEGISLATION

INDUSTRIAL AND PROVIDENT SOCIETIES
REGULATIONS

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation.
2. Application to register a society. Form A.
3. Amendment to the rules of a Society.
4. Partial amendment of rules. Forms B, C, D, C.
5. Request to cancel registration. Form E.
6. Application made to cancel registration.
7. Form F.
8. Forms G, H.
9. Form J.
10. Notice of a change of the registered office. Form K.
11. Accountant or actuary to inspect books. Form L.
12. Record of nominations.
13. Application to Registrar to direct transfer of stock.
Forms M, N.
14. Draft copy to be submitted to Registrar.
15. Further proof required by Registrar.
16. Direction of the Registrar. Form O.
17. Reference of a dispute to the Registrar. Form P.
18. Notice of hearing. Form Q.
19. Attendance of witness and production of document.
Form R.
20. Order for discovery. Form S.
21. Determination and order of the Registrar. Form T.
22. Application for appointment of inspectors. Forms V,
W.
23. Appointment of inspectors. Form X.
24. Notice of special meeting. Form Y.

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

25. Chairman of special meeting to report to Registrar.
Form Z.
26. Approval of change of name. Form AA, AB.
27. Amalgamation of societies. Form AC. Form AB.
28. Transfer of engagements of a society. Form AD.
Form AB, AE.
29. Converting a society into a company. Form AF.
Form AB.
30. Amalgamation with a company. Form AC, AD.
Form AB, AG.
31. Special resolution registered by writing.
32. Special resolution of conversion, etc.
33. Dissolution. Form AH. Form AI.
34. Duplicates. Form AK.
35. Alterations in instrument of dissolution.
36. Advertisement of dissolution. Form AL.
37. Distribution of funds. Form AP.
38. Setting aside dissolution. Form AY. Form AZ.
39. Modification of forms.
40. Dispensation by Registrar.

Reg. 18/1/1932
17/10/1932.

INDUSTRIAL AND PROVIDENT SOCIETIES REGULATIONS

made under section 66

Citation.

1. (1) These Regulations may be cited as the Industrial and Provident Societies Regulations.

(2) The forms referred to in these Regulations are the appropriate forms in the Schedule.

APPLICATIONS TO REGISTER SOCIETIES OR AMENDMENTS OF RULES

Application to
register a

2. Every application to register a society under the Act

[Subsidiary]

Industrial and Provident Societies Regulations

society.
Form A.

shall be in Form A, and shall be sent to the Registrar.

Amendment to
the rules of a
Society.

3. An amendment of the rules of a society may be either—

- (a) a partial amendment, consisting of the addition of a new rule or rules, or part of a rule or rules, to the existing rules, or the substitution of a new rule or rules, or part of a rule or rules, for any existing rules, or any part thereof, or a rescission of any existing rules, or any part thereof, without any substitution, or more than one or all of these modes; or
- (b) a complete amendment of the substitution of an entire set of rules for the existing set of rules, and bearing at the beginning the words "All previous rules rescinded."

Partial
amendment of
rules.
Forms B, C.

4. (1) An application to register a partial amendment of rules must be made by the secretary of the society, in Form B, and must be sent to the Registrar, accompanied by a statutory declaration in Form C, and by a printed copy of the existing rules marked to show where the alterations occur, and what they are, and by the following documents—

- (a) if the partial amendment consists of the addition or substitution of a new rule or rules, two copies of such new rule or rules, each copy being marked O, and signed by three members and the secretary;
- (b) if the partial amendment consists of

the rescission of any of the rules without any substitution, two copies of the resolution for such rescission, each copy being marked O, and signed by three members and the secretary.

Form D.

(2) An application to register a complete amendment of rules must be made by the secretary of the society in Form D, and must be sent to the Registrar, accompanied by a statutory declaration in Form C, and by a copy of the existing rules, and by two copies of the new rules, each copy being marked P, and signed by three members and the secretary.

Form C

CANCELLING AND SUSPENSION OF REGISTRY

Request to cancel registration.
Form E.

5. Every request to cancel registration shall be sent to the Registrar in Form E. and shall name some newspaper circulating in or about the locality in which the registered office of the society is situated, wherein it is desired that the cancelling of the registration shall be published, and shall be accompanied by the sum requisite to defray the expense of such publication, and by the further sum of \$1.50 for publication of such cancelling in the *Gazette*.

Application made to cancel registration.

6. Where application is made to cancel registration under the compulsory powers of the Registrar, the Registrar may require such application to be made in duplicate in such form, and to be supported by such statutory declaration as the Registrar may direct, and shall transmit one copy of such application to the Attorney-General for his consent.

Form F.

7. Notice before cancelling or suspension of registration shall be in Form F.

Forms G, H.

8. The cancelling of registration shall be in Form G, and the suspension or renewal of suspension of registration

[Subsidiary]

Industrial and Provident Societies Regulations

shall be in Form H.

Form J. 9. The advertisement of cancelling or suspension shall be in Form J.

REGISTERED OFFICE

Notice of a change of the registered office.
Form K. 10. Every notice of a change in the situation of the registered office of a society shall be sent to the Registrar within fourteen days after every such change in Form K. Notice of the situation of the registered office of a society on first registration shall be deemed to be given by the rules.

INSPECTION OF BOOKS BY ORDER OF THE REGISTRAR

Accountant or actuary to inspect books.
Form L. 11. Every application to the Registrar to appoint an accountant or actuary to inspect the books of a society shall be in Form L.

NOMINATIONS

Record of nominations. 12. Every registered society shall keep a record or register of all nominations made by the members, and of all revocations and variations of the same, and for the recording or registering of every such nomination, revocation, or variation the rules of the society may require the member nominating to pay a sum not exceeding six cents.

TRANSFER OF STOCK

Application to Registrar to direct transfer of stock.
Form M, N. 13. Every application to the Registrar to direct a transfer of stock shall follow as near as may be Form M, and shall be accompanied by a statutory declaration in Form N, or as near thereto as the facts admit, and by the certificate of the stock in respect of which the application is made.

Draft copy to be submitted to 14. Before making the application the society shall submit to the Registrar for examination a draft copy on

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Registrar. foolscap paper, written on one side only, of the proposed application and declaration.

Further proof required by Registrar. **15.** The Registrar, before directing the transfer, may require such further proof of any statement in the application as may seem to him to be necessary.

Direction of the Registrar. Form O. **16.** The Registrar shall give his direction in Form O, so framed in each case as to suit the particular circumstances.

DISPUTES

Reference of a dispute to the Registrar. Form P. **17.** Every reference of a dispute to the Registrar shall be written on foolscap paper in Form P.

Notice of hearing. Form Q. **18.** Every notice of hearing by the Registrar, and every requisition for the attendance of parties and witnesses, and the production of books and documents, shall be in the Form Q.

Attendance of witness and production of document. Form R. **19.** Where it is necessary to enforce the attendance or a particular witness, or the production of a particular document, notice shall be in Form R.

Order for discovery. Form S. **20.** If an order for discovery is necessary it shall be in Form S.

Determination and order of the Registrar. Form T. **21.** The determination and order of the Registrar shall be in Form T, or as near thereto as the circumstances of the case may in his judgment allow.

INSPECTORS AND SPECIAL MEETINGS

Application for appointment of inspectors. Form V, W. **22.** An application for appointment of inspectors or for calling a special meeting shall be sent to the Registrar, written on foolscap paper, in duplicate, in Form V, and shall

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be accompanied by a statutory declaration in Form W, signed by at least three of the applicants.

Appointment of inspectors.
Form X.

23. The appointment of inspectors shall be in Form X, or as near thereto circumstances may allow.

Notice of special meeting.
Form Y.

24. The notice of special meeting shall be in Form Y.

Chairman of special meeting to report to Registrar.
Form Z.

25. The chairman of the special meeting shall report to the Registrar as he may direct in Form Z.

SPECIAL RESOLUTIONS

Approval of change of name.
Forms AA, AB.

26. Every application for approval of change of name must be made in duplicate in Form AA, and must be sent to the Registrar, accompanied by a statutory declaration in Form AB. If approved of, the word "Approved" shall be written at the foot or end of each such copy, and the same shall be signed by the Registrar.

Amalgamation of societies.
Form AC.
Form AB.

27. Every application to register a special resolution for the amalgamation of societies must be made by each of the societies in duplicate in Form AC, and must be sent to the Registrar, accompanied by statutory declarations from officers of each society in Form AB. No acknowledgment of registration shall be given to either society until special resolutions in the like terms have been submitted for registration by the other or others.

Transfer of engagements of a society.
Form AD.
From AB, AE.

28. Every application to register a special resolution for the transfer of the engagements of a society to another must be made in duplicate in Form AD, and must be sent to the Registrar accompanied by statutory declarations in Forms AB and AE.

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Industrial and Provident Societies Regulations

Converting a society into a company.
Form AF.
Form AB.

29. Every application to register a special resolution for converting a society into a company must be in triplicate in Form AF, and must be sent to the Registrar accompanied by a statutory declaration in Form AB.

Amalgamation with a company.
Form AC, AD.
Form AB, AG.

30. An application for registration of a special resolution for amalgamation with a company, or for transfer of engagements to a company, shall be in duplicate in Form AC or AD, as the case may be, with the necessary modifications to suit the facts, and shall be accompanied by statutory declarations in Forms AB and AG.

Special resolution registered by writing.

31. A special resolution shall be registered by writing at the foot or end of each copy of the same the word "Registered" and by affixing to the same the seal or stamp of the Registry.

Special resolution of conversion, etc.

32. Where the special resolution is for conversion into, amalgamation with, or transfer of all the engagements of a society to a company, the following words shall be added—"The registration of the society is hereby cancelled (or directed to be cancelled).

.....
Registrar

DISSOLUTION

Dissolution.
Form AH
Form AI.

33. Every instrument of dissolution shall be in Form AH, and shall be signed in duplicate and accompanied by a statutory declaration in Form AI, and by a statement naming some newspaper circulating in or about the locality in which the registered office of the society is situated, wherein it is desired that notice of the dissolution shall be published, and by the sum requisite to defray the expenses of such publication, and by the further sum of \$1.50 for the like publication in the *Gazette*.

Duplicates.
Form AK

34. The Registrar shall return one of the duplicates to the society, with an acknowledgment of registration in Form

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Industrial and Provident Societies Regulations

AK.

Alterations in instrument of dissolution.

35. Alterations in the instrument of dissolution shall be signed, declared to, and registered in like manner.

Advertisement of dissolution. Form AL.

36. The advertisement of dissolution by instrument shall be in Form AL.

Distribution of funds. Form AP.

37. Every award of the Registrar for distribution of funds shall be in Form AP.

Setting aside dissolution. Form AY. Form AZ.

38. The notice of a proceeding to set aside a dissolution shall be in Form AY, and the notice of an order setting aside a dissolution in Form AZ.

MODIFICATION OF FORMS

Modification of forms.

39. The forms may be modified to suit particular cases by authority of the Registrar.

Dispensation by Registrar.

40. The Registrar may dispense with the obligation to supply a duplicate of any document, where such obligation is imposed only by the Regulations.

Reg. 2

FORM A

(As substituted on the 17th October, 1932) Industrial and Provident Societies Act

Chapter 88:02

APPLICATION TO REGISTER A SOCIETY

Name of Society Limited To the Registrar of Deeds.

Application to register a society under the above-mentioned Act under the names 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 Rules No (state numbers).

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 Rules No(state numbers).

3. The mode of holding meetings, scale, and right of voting, and the manner of making, altering, or rescinding rules, are provided for in Rules No(state numbers).

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 Rules No(state numbers).

5. The determination of the amount of interest, not exceeding \$960 in the shares of the Society which any member other than a registered society may hold, is provided for in Rule No(state number).

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(state number).

7. The determination whether the shares or any of

[Subsidiary]

Industrial and Provident Societies Regulations

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 Rules No (state numbers).

8. 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 insane and insolvent members, and the payment of nominees, are provided for in Rules No (state numbers).

9. The mode of application of profits is provided for in Rule No (state number).

10. The custody and use of the seal of the Society are provided for in Rule No (state number).

11. The determination whether and by what authority and in what manner any part of the capital may be invested and whether any part of the capital is forbidden to be invested in or upon any security or in any shares provided by section 36 or the Act is provided for in Rule No..... (state number).

12. The inspection of the books of the Society by order of the Registrar in Rule No (state number).

13. The appointment of an inspector to examine and report on the affairs of the Society and the calling of a special meeting by order of the Registrar in Rule No (state number).

14. The voluntary dissolution of the Society in Rule No..... (state number).

15. The statutory duties of the Society are set out in the following rules (state number in each case)—

- (a) The delivery on demand of copies of the rules and the sum to be paid for the same in Rule No
.....
- (b) The publication and use of the name of the society in Rule No
.....
- (c) The annual audit of accounts, the appointment of a public auditor for the purpose, and the keeping of a copy of the last balance sheet and the auditor's report always hung up at the registered office in Rules No
.....
- (d) The sending to the Registrar of an annual return of the receipts and expenditure, funds and effects of the Society, with copies of the auditor's report and balance sheets, and the supplying on application of a copy of the last annual return in Rules No
.....
- (e) The inspection of a member's account and the books containing the names of the members in Rule No
.....
- (f) The sending to the Registrar of a triennial return of the holding of each person in the Society whether in

[Subsidiary]

Industrial and Provident Societies Regulations

shares or loans in Rule No
.....

Where a Society carries on the business of banking –

- (g) The making and keeping hung up of the half-yearly statement required by the Act in the registered office and other places of business in Rule No
.....

16. If the Society desires to provide in its rules for any of the following matters, the number of each rule in which provision is made for them should be stated –

- (a) Additional rights of inspection of the Society's books (section 17(3)) in Rule No
- (b) Charging a sum not exceeding 6 cents for registering nominations or variations thereof (Principal Regulations No. 12) in Rule No
- (c) Exclusion of persons between 16 and 21 years of age from membership (section 31) in Rule No
- (d) Exclusion of power to hold and deal with land (section 35) in Rule No
- (e) Power to advance money to members (Section 38) in Rule No.....

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- (f) Special form of receipt endorsed for discharge of mortgages (section 41) in Rule No
- (g) Giving of security by officers (section 42) in Rule No
- (h) Decision of disputes (section 44) in Rule No

With this application are sent—

- (a) two printed copies of the rules, each marked A, and signed at the end by each of the applicants;
- (b) the fee of \$2 prescribed by the Act.

Signature of Member	Residence of Member
1.
2.
3.
4.
5.
6.
7.
8.

(Signed)

Secretary

..... (Postal Address)

Registered Office

Dated theday of.....20....

NOTE.—Where a provision is contained in more than one rule, a reference should be made to each.

FORM B

Reg. 4

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION TO REGISTER A PARTIAL AMENDMENT OF RULES

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

Application to register a partial amendment of the rules of theLimited, 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 registration 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 above-mentioned Act in that behalf;

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(d) the fee of \$2.50 prescribed by the Act.

(Signed)

Secretary

Registered office.....

Dated theday

of.....20.....

FORM C

Reg. 4

Industrial and Provident Societies Act

Chapter 88:02

DECLARATION IN SUPPORT OF AN AMENDMENT OF RULES

Name of SocietyLimited.

Register No

County of.....to wit.

I, of., an officer of the above-named 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 Act above referred to.

And I make this declaration conscientiously believing the same to be true, and according to the Statutory Declarations Act.

c.5:09

Declared before me this

.....day of 20.....

.....

Signature of Declarant

Commissioner of Oaths

[Subsidiary]

Industrial and Provident Societies Regulations

FORM D

Reg. 4(2)

(As substituted on the 17th October, 1932)

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION TO REGISTER A COMPLETE AMENDMENT OF RULES

Name of SocietyLimited.
Register No

To the Registrar of Deeds.

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 Rules No (state numbers).

2. The terms of admission of members, including any society or company investing funds in the Society under the Act, are provided for in Rules No (state numbers).

3. The mode of holding meetings, scale and right of voting, and the manner of making, altering, or rescinding rules, are provided for in Rules No (state numbers).

4. The appointment and removal of a Committee of Management (by the name of.) of managers, and other officers, and their respective powers and

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remuneration, are provided for in Rules No(state numbers).

5. The determination of the amount of interest, not exceeding \$960 in the shares of the Society which any member other than a registered society may hold, is provided for in Rule No(state number).

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 (state number).

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 (state number).

8. 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 insane and insolvent members, and the payment of nominees, are provided for in Rules No.....(state numbers).

9. The mode of application of profits is provided for in Rule No (state number).

10. The custody and use of the seal of the Society are provided for in Rule No (state number).

11. The determination whether and by what

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authority and in what manner any part of the capital may be invested, and whether any part of the capital is forbidden to be invested in or upon any security or in any shares provided by section 36 of the Act, is provided for in Rule No (state number).

12. The inspection of the books of the Society by order of the Registrar in Rule No (state number).

13. The appointment of an inspector to examine and report on the affairs of the Society and the calling of a special meeting by order of the Registrar in Rule No (state number).

14. The voluntary dissolution of the Society in Rule No (state number).

15. The statutory duties of the Society are set out in the following rules (state number in each case) —

- (a) The delivery on demand of copies of the rules and the sum to be paid for the same in Rule No
- (b) The publication and use of the name of the society in Rule No
- (c) The annual audit of accounts, the appointment of a public auditor for the purpose, and the keeping of a copy of the last balance sheet and the auditor's report always hung up at the registered office, in Rules No.....
- (d) The sending to the Registrar of an

annual return of the receipts and expenditure, funds and effects of the Society, with copies of the auditor's report and balance sheets, and the supplying on application of a copy of the last annual return, in Rules No

(e) The inspection of a member's account and the books containing the names of the members in Rule No

(f) The sending to the Registrar of a triennial return of the holding of each person in the Society whether in shares or loans in Rule No

Where a Society carries on the business of banking—

(g) The making and keeping hung up of the half-yearly statement required by the Act in the registered office and other places of business in Rule No

16. If the Society desires to provide in its rules for any of the following matters, the number of each rule in which provision is made for them should be stated—

(a) Additional rights of inspection of the Society's books (section 17(3)) in Rule No

(b) Charging a sum not exceeding 6 cents for registering nominations or

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- revocations or variations thereof (Principal Regulations No. 12) in Rule No
- (c) Exclusion of persons between 16 and 21 years of age from membership (section 31) in Rule No
- (d) Exclusion of power to hold and deal with land (section 35) in Rule No
- (e) Power to advance money to members (section 38) in Rule No
- (f) Special form of receipt endorsed for discharge of mortgages (section 41) in Rule No
- (g) Giving of security by officers (section 42) in Rule No
- (h) Decision of disputes (section 44) 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 at the end by the applicant and three members of the Society;
- (c) a statutory declaration of an officer of

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the Society that the amendment now submitted for registration 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 above-mentioned Act in that behalf;

(d) the fee of \$2.50 prescribed by the Act.

(Signed)
Secretary

Registered Office

Datedday of 20....

NOTE.—Where a provision is contained in more than one rule, a reference should be made to each.

FORM E

Reg. 5

Industrial and Provident Societies Act

Chapter 88:02

REQUEST TO CANCEL REGISTRATION

Name of Society Limited.

Register Number

To the Registrar.

1. The above-mentioned society desires that its registration under the Industrial and Provident Societies Act may be cancelled on the following ground, viz. (state reason for desiring cancelling of registration) and at a general meeting* duly held on the day of.....20..., it was resolved as follows:

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Industrial and Provident Societies Regulations

"That the Registrar be requested to cancel the registration of this Society."

2. This request is made by the society accordingly.

3. It is desired that notice of such cancelling be published in the (naming some newspaper) circulating in the county of (naming county) in which the registered office of the society is situated.

4. The sum of. being the cost of publishing such notice in the said newspaper, and the further sum of \$1.50 for the cost of publishing the same in the Gazette, are herewith transmitted.

Seal of the society.

(Signed)
Secretary

Registered Office

Dated thisday of20....

**If not at a general meeting, state in what manner the request has been determined upon.*

Reg. 7

FORM F

Industrial and Provident Societies Act

Chapter 88:02

NOTICE BEFORE CANCELLING OR SUSPENSION OF REGISTRATION

Name of SocietyLimited.

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Industrial and Provident Societies Regulations

Register No

Notice is hereby given to the above-mentioned society that it is the intention of the Registrar to proceed on the*.....day of20..., to cancel (or suspend for any term not exceeding three months) the registration of the society, unless cause be shown to the contrary in the meantime.

The ground of such proposed cancelling (or suspension) is that the number of members of the society is reduced to less than seven, or that the acknowledgment of registration has been obtained by fraud (or issued in mistake, or that the society exists for an illegal purpose, or has wilfully and after notice from the Registrar violated the provisions of the above-mentioned Act or has ceased to exist). (The facts should be briefly specified where practicable.)

(Signed).....

Registrar

Dated thisday of.20....

*This will be not less than two months after the date of the notice.

Reg. 8

FORM G

Industrial and Provident Societies Act

Chapter 88:02

CANCELLING OF REGISTRATION

Name of Society Limited.

Register No

The registration of the above-mentioned society is hereby

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cancelled at its request (or as the case may be. The Registrar may, if he thinks fit, add a statement as in Form F of the ground of cancelling.)

(Signed)
Registrar

Dated this.....day of.20....

Reg. 8

FORM H

Industrial and Provident Societies Act

Chapter 88:02

SUSPENSION OR RENEWAL OF SUSPENSION OF REGISTRATION

Name of Society..... Limited.
Register No

The registration of the above-mentioned society is hereby (further*) suspended for (any term not exceeding) three months from this date on the ground that (here state the ground of suspension as in Form F).

(Signed)
Registrar

Dated thisday of.....20....

* This word will be inserted only in case of renewal of suspension.

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[Subsidiary]

Industrial and Provident Societies Regulations

Reg. 9

FORM J

Industrial and Provident Societies Act

Chapter 88:02

ADVERTISEMENT OF CANCELLING OR
SUSPENSION

Notice is hereby given that the Registrar has, pursuant to the Industrial and Provident Societies Act this day cancelled (or sus-pended for—state the term) the registration of the Limited (Register No) held atin the county of.....

(Here state the ground for cancelling or suspension.)

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 cancelling (or suspension) had not taken place.

Dated theday of.20.....

(Signed)

Registrar

Reg. 10

FORM K

Industrial and Provident Societies Act

Chapter 88:02

NOTICE OF CHANGE OF REGISTERED OFFICE

Name of SocietyLimited.

[Subsidiary]

Industrial and Provident Societies Regulations

Register No

Notice is hereby given that the registered office of the above- mentioned Society is removed fromand is now situated atin the county of

Dated thisday of20....

..... } Three members of the Society

(Signed) Secretary

To the Registrar.

*Received thisday of 20..., notice of removal of the registered office of the Limited, Register Notoin the county of

(Signed)..... Registrar

*This part to be detached by the Registrar when the notice is registered and returned to the Society.

Reg.11

FORM L

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION FOR INSPECTION OF BOOKS

LAWS OF GUYANA

Name of SocietyLimited.

Register No

Application to the Registrar to appoint an accountant or actuary to inspect the books of the above-mentioned society, and to report thereon, is made by the ten persons whose names are subscribed at the foot hereof, being ten members of the society, each of whom has been a member for not less than twelve months immediately preceding the date of the application.

The grounds of the application are as follows (state them).

The applicants are prepared to deposit with the Registrar the sum of..... as security for the costs of the proposed inspection.

Signature of Member	Residence of Member
1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

Address to which communications for the applicants are to be sent

Dated this day of20....

[Subsidiary]

Industrial and Provident Societies Regulations

reg. 13

FORM M

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION FOR DIRECTION TO TRANSFER STOCK

(to be accompanied by Form N)

Name of Society Limited.

Register No

Application for a direction to transfer stock is made by the four persons whose names are subscribed at the foot hereof, being the secretary and three members of the above-mentioned society.

1. On the day of 20...., the sum of.....was invested in the purchase ofstock transferable in the names (state exactly in what names the stock stands) of, as trustees for the society, and the same is still standing in their names.

(This clause will not be necessary when application is in consequence of the mere removal of a trustee.)

2. The saidis absent from Guyana (or became insolvent on the..... day of 20..., or filed a petition (or executed a deed) for liquidation of his affairs by assignment or arrangement or for composition with his creditors, on theday of20..., or has become a lunatic, or died on the day of.....20..., or has not been heard of foryears, and it is not known whether he is living or dead).

3. On theday of20..., the said.....was removed from his office of trustee, and..... (give full name and description) was appointed in his place.

4. Since such removal application has been made in writing to the said (removed trustee) to join in the transfer of the said stock into the names of the said (here give the names of the other trustee and of the new trustee appointed in the place of the one removed) as trustee of the said society, but he has refused to comply (or has not complied) with such application. (This paragraph may be omitted, or varied, as the facts require.)



Reg. 13

FORM N

Industrial and, Provident Societies Act

Chapter 88:02

DECLARATION VERIFYING STATEMENTS
IN AN APPLICATION FOR DIRECTION TO TRANSFER
STOCK

County of to wit.
Name of SocietyLimited.
Register No

I,of
in the county of. do solemnly and sincerely
declare that I am the Secretary of the above-mentioned
society.

That and.....
whose names are subscribed at the foot of the application
hereto annexed, are members of the said society.

That on the day of
.....20..., the sum ofwas invested in
the purchase of.stock transferable at
in the names of (state as in Form M) as trustees for the society,
and the declarant believes it is still standing in their names, as
follows—

That the said is absent from Guyana (or as the case may

[Subsidiary]

Industrial and Provident Societies Regulations

be).

That on the day of20..., the saidwas removed from his office of trustee and was appointed in his place.

That since such removal, application has been made in writing to the said to join in the transfer of the said stock into the names of the said as trustees for the said society, but he has refused to comply (or has not complied) with such application. (This paragraph may be omitted or varied as the facts require.)

And I make this declaration conscientiously believing the same can be true and according to the Statutory Declaration Act.

c. 5:09

(Signed)
Declarant

Reg. 16

FORM O

Industrial and Provident Societies Act

Chapter 88:02

DIRECTION BY THE REGISTRAR TO TRANSFER STOCK

Whereas it has been made to appear to me that stock, transferable atis now standing in the names ofand, as trustees forLimited a society registered under the above-mentioned Act.

And that the saidis absent from

LAWS OF GUYANA

Guyana (or as the case may be).

And thathas been appointed trustee of the said society in place of the said.....

The paragraph marked (a) or (b) will be used as the case requires.

(a) I, as Registrar under the said Act, hereby direct, pursuant to section 30 of the said Act, that the said sum of so standing in the books of in the names of the said be transferred in the said books by the said..... into the names of the said..... or

(b) And that there is no surviving or continuing trustee for the said society, or that the surviving and continuing trustees refuse or are unable to transfer the said stock in pursuance of my direction.

I, as Registrar under the said Act, hereby direct, pursuant to section 30 of the said Act that the said sum of so standing in the books of.....be transferred in the said books by into the names of the said.....

(Signed)

Address

Dated thisday of20....

[Subsidiary]

Industrial and Provident Societies Regulations

Reg. 17

FORM P

Industrial and Provident Societies Act

Chapter 88:02

REFERENCE OF A DISPUTE

(To be signed in duplicate)

Dispute betweenand an officer of the Limited.

Register No

The above-named parties, by consent, refer the dispute between them to the Registrar.

(Signed) Claimant

(Signed) Officer of Society

The said.....states as follows—

1. That he is (or has within six months been) a member (or claims through a member or person aggrieved who within six months has been a member or under the rules) of the said Society.

2. That he claims to be entitled as follows (give particulars of the claim).

3. That the claim is proposed to be supported by the evidence of the following witnesses, and by the production of the following books and documents (give list).

(Signed)

Address.....

Dated this day of.20...

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[Subsidiary]

Industrial and Provident Societies Regulations

The said society (or the saidas an officer of the said society) states as follows—

That the society (or he) disputes the claim of the said on the following grounds (state grounds of dispute).

4. That the case of the society (or his case) is proposed to be supported by the evidence of the following witnesses, and by the production of the following books and documents (give list).

Seal of Society or signature of the officer

Registered office

Dated thisday of.....20.....

With the reference is to be sent the fee of \$5 prescribed by the Act.



Reg. 18

FORM Q

Industrial and Provident Societies Act

Chapter 88:02

NOTICE AND REQUISITION

Dispute betweenandan officer of theLimited.

Register No

To

Take notice that I shall proceed to hear and determine the matter in dispute, which has been referred to me pursuant to the said Act on the.....day of20..., next at o'clock, at

And that I shall require the attendance there of all parties

[Subsidiary]

Industrial and Provident Societies Regulations

concerned and of the witnesses named, and the production of the books and documents specified in the statement made by you in the reference of the dispute.

(Signed)
Registrar

Dated this.....day of.20..

Reg. 19

FORM R

Industrial and Provident Societies Act

Chapter 88:02

SPECIAL REQUISITION TO WITNESS

Dispute betweenand (.....
an officer of) theLimited.

Register No

To

Pursuant to section 44 of the above-mentioned Act you are required to attend at.....ontheday of.....20.., next ato'clock, to give evidence relating to the matter in question, and to produce the following books and documents (state them).

(Signed)
Registrar

Dated this.....day of.....20.....

N.B.—By section 44(3) of the said Act it is enacted that "the Registrar to whom any dispute is referred may administer oaths, and may require the attendance of all parties concerned, and of witnesses, and the production of all books and documents relating to the matter in question; and any person

refusing to attend, or to produce any documents or to give evidence before such Registrar, shall be guilty of an offence under this Act."

The penalty for such offence is not more than \$75 and a new offence is committed in every week during which the default continues.

Reg. 20

FORM S

Industrial and, Provident Societies Act

Chapter 88:02

ORDER FOR DISCOVERY

In the matter of a dispute between and (.....an officer of) the Limited, Register Noreferred to me pursuant to the above-mentioned Act.

I,, Registrar, order and direct as follows—

1. That within 14 days from the service of this orderdo deposit at my office (state where) for inspection by the parties the following documents (state the documents).

2. That on theday of 20... next ato'clock (*an officer of the society) do appear before me at my office above-named, and make discovery upon oath of all things within his knowledge (*as such officer) relative to the following matters (state the matter as to which discovery is granted).

Given under my hand thisday of20.....

(Signed) Registrar

N.B.—By section 44(5) of the said Act it is enacted that the Registrar to

[Subsidiary]

Industrial and Provident Societies Regulations

whom any dispute is referred may grant to either party such discovery as to documents and otherwise, or such inspection of documents, as might be granted by the High Court, such discovery to be made on behalf of the society by such officer of the same as such Registrar may determine.

*These words will be omitted if the discovery is to be made by the other party to the dispute.



Reg. 21

FORM T

Industrial and Provident Societies Act

Chapter 88:02

DETERMINATION AND ORDER

In the matter of a dispute betweenand(.....o fficer of) the Limited, Register No referred to me pursuant to the above-mentioned Act.

I,, Registrar, determine as follows—

The said(or the society) shall, on or before theday of20..., next, pay to the sum of (or the society) (or name of party) shall, on or before the.....day of.....20..., next, re-instate the said as a member (or whatever the act may be that the Registrar thinks ought to be done by the party. Other provisions may here be added if necessary, and the payment of a sum of money by way of damages may be provided for as an alternative to the doing of any act).

Or the society is not indebted to (name the party, or as the case may require).

LAWS OF GUYANA

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

The expenses hereof are ordered to be paid out of the Funds of the society (or as the case may be).

Given under my hand thisday of.20....

(Signed) Registrar

N.B.—Under section 44 of the above-mentioned Act, application for the enforcement of this order may be made to a judge of the High Court.

Reg. 22

FORM V

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION UNDER SPECIAL POWERS OF REGISTRAR

(To be sent in duplicate accompanied by Form W)

Name of Society Limited. Register No

Application made pursuant to section 45 of the above-mentioned Act.

1. The above-mentioned society hasmembers.

2. The application is signed by one-tenth of the members (or by 100 members if the whole number exceeds 1,000).

3. The application is that the Registrar may appoint an

[Subsidiary]

Industrial and Provident Societies Regulations

inspector or inspectors (or may call a special meeting) pursuant to the said section.

4. The grounds of the application are as follows (state the grounds fully).

5. The applicants are prepared to support the application by the following evidence, for the purpose of showing that they have good reason for making the application, and are not actuated by malicious motives in doing so, viz., a statutory declaration hereto annexed by (names) three of the present applicants, and (here state the nature of the evidence proposed to be given).

6. The applicants are prepared, if required, to give security for costs to the extent of (state amount). With this application is sent the fee of \$5 prescribed by the Act.

*Signatures of applicants.

Address to which communications are to be sent

.....

Dated thisday of20...

*Signatures by mark must be attested by a witness not being one of the applicants.

Reg. 22

FORM W

Industrial and Provident Societies Act

Chapter 88:02

DECLARATION IN SUPPORT OF APPLICATION UNDER SPECIAL POWERS OF REGISTRAR

LAWS OF GUYANA

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

Name of Society Limited.
Register No
County ofto wit.

We,, and
....., three of the members of the above-
named society, do solemnly and sincerely declare that the
persons whose signatures are appended to the application, a
copy of which is hereto annexed, are to the best of our
knowledge and belief bona fide members of the society, and
that we are not, nor to the best of our knowledge and belief is
any person whose signature is appended to such application
actuated by malicious motives, and that to the best of our
knowledge and belief there is good reason for making such
application.

And we make this declaration, conscientiously believing
the same to be true and according to the Statutory
Declarations Act.

c.5:09

Declared before me this.....day
of.....20.....
..... } Signatures of Declarants
Commissioner of Oaths }

Reg. 23

FORM X

Industrial and Provident Societies Act

Chapter 88:02

APPOINTMENT OF INSPECTORS

Name of SocietyLimited.
Register No

Pursuant to section 45 of the above-mentioned Act, I
hereby appoint(and

[Subsidiary]

Industrial and Provident Societies Regulations

.....) inspector (or inspectors) to examine into the affairs of the above-mentioned society and to report thereon.

One copy of the application for inspection is sent herewith for the guidance of the inspector (or inspectors).

He (or they) may require the production of all or any of the books and documents of the society, and may examine on oath its officers, members, agents, and servants in relation to its business, and may administer such oaths.

The inspection is to commence on.....the day of.20..., next, at.....o'clock, and to be held at

(Signed)

Registrar

Dated this day of.....20.....

FORM Y

Reg. 24

Industrial and Provident Societies Act

Chapter 88:02

NOTICE OF SPECIAL MEETING TO BE HELD BY REGISTRAR'S DIRECTION

(To be given either by letter addressed to every member, or by advertisement, or in such other manner as the Registrar directs.)

Name of Society.....Limited.

Register No.....

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

Notice is hereby given that a special meeting of the above- mentioned society will be held by direction of the Registrar pursuant to section 45 of the above-mentioned Act, on theday of20..., next, ato'clock, at which meeting shall appoint its own chairman, and shall then proceed to discuss and determine the following matters (state them).

(Signed)

Registrar

Reg. 25

FORM Z

Industrial and Provident Societies Act

Chapter 88:02

REPORT BY CHAIRMAN OF SPECIAL MEETING

Address

To the Registrar of Deeds

Date

I have to report that at the special meeting of the Limited, held by your direction aton theday of.20..., the following resolution was (or resolutions were) passed (state resolution or resolutions and any other matters which the writer may think proper to report).

(Signed)

Chairman of special meeting

[Subsidiary]

Industrial and Provident Societies Regulations

Reg. 26

FORM AA

Industrial and Provident Societies Act

Chapter 88:02

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

(To be sent in duplicate accompanied by Form AB)

Name already registeredLimited.
Register No
To the Registrar.

Application for approval for a change of name of the above-mentioned society, and for registration 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 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 theday of.20..., 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.20..., pursuant to section 46 of the above-mentioned Act.

(The resolution to be copied at length.)

Seal of Society.

(Signed)
Secretary

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

(Signed).....

Chairman of the first general meeting

(Signed)

Chairman of the subsequent
general meeting

Registered office

Dated thisday of.....20...

Reg. 26

FORM AB

Industrial and Provident Societies Act

Chapter 88:02

DECLARATION TO ACCOMPANY APPLICATION FOR
REGISTRATION OF A SPECIAL RESOLUTION

County of.to wit.

Name of society..... Limited.

Registered No.....

I, of an
officer of the above-named society, do solemnly and sincerely
declare that in making the special resolution, application for
the registration of which is appended to this declaration, the
provisions of section 46 of the Industrial and Provident
Societies Act have been duly complied with.

And I make this declaration conscientiously believing the
same to be true and according to the Statutory Declarations
Act.

c.5:09

(Signed)

Declarant

Declared before me thisday of.....20....

[Subsidiary]

Industrial and Provident Societies Regulations

(Signed)
Commissioner of Oaths

Reg. 27

FORM AC

Industrial and Provident Societies Act

Chapter 88:02

**APPLICATION FOR REGISTRATION OF SPECIAL
RESOLUTION FOR AMALGAMATION OF SOCIETIES**

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

*Name of Society (A) Limited.
Register No
Name of Society (B) Limited.
Register No
(and so on if more than two.)

*As this application must be made by each society, the order in which
the societies are named must be inverted or changed in each application.

To the Registrar.

Application for registration of a special resolution for the
amalgamation of the above-mentioned 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 (A)
..... Limited, of which
notice was duly given, held on the.....day

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Industrial and Provident Societies

[Subsidiary]

Industrial and Provident Societies Regulations

of.....20..... 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.20..., pursuant to section 46 of the above-mentioned Act.

(The resolution to be copied at length.)

2. With this application is sent the fee of \$2.50 prescribed by the Act.

Seal of the society.

(Signed)
Secretary of the first-named
society

(Signed)
Chairman of the first
general meeting

(Signed)
Chairman of subsequent
general meeting

Registered office (of the A).

Dated thisday of20.....

FORM AD

Reg. 28

Industrial and Provident Societies Act

Chapter 88:02

RESOLUTION FOR TRANSFER OF ENGAGEMENTS
APPLICATION FOR REGISTRATION OF A SPECIAL

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

Name of Society transferring its engagements
..... Limited.

[Subsidiary]

Industrial and Provident Societies Regulations

Register No

Name of Society undertaking to fulfil transferred engagementsLimited.

Register No

To the Registrar.

Application for registration of a special resolution for transfer of engagements of the first-named society is made by thesocieties 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 of20..., 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 of20...

(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 the application.

3. With this application is sent the fee of \$2.50 prescribed by the Act.

Seal of the first-named society.

(Signed)

Chairman of the first
general meeting

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[Subsidiary]

Industrial and Provident Societies Regulations

(Signed).....

Secretary of the first-named
society

(Signed)

Chairman of the subsequent
general meeting

(Signed)

Secretary of the last-
named society

Seal of the last-named society.

Registered office of transferring society
.....

Dated thisday of20...

Reg. 28

FORM AE

Industrial and Provident Societies Act

Chapter 88:02

DECLARATION BY OFFICER OF SOCIETY ACCEPTING
TRANSFER OF ENGAGEMENTS

County of to wit.

Name of SocietyLimited.

Register No

I,of. ,
an officer of the above-named society, do solemnly and
sincerely declare that by a resolution of a meeting of the
society held on theday
of..... 20..., 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

[Subsidiary]

Industrial and Provident Societies Regulations

..... Limited,
Register No

c.5:09 And I make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act.

(Signed)
Declarant

Declared before me thisday of20...

(Signed)
Commissioner of Oaths

Reg. 29

FORM AF

Industrial and Provident Societies Act

Chapter 88:02

APPLICATION FOR REGISTRATION OF SPECIAL RESOLUTION FOR CONVERSION INTO A COMPANY

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

Name of Society Limited.
Register No

To the Registrar.

Application for registration 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 vote at a general meeting of the said society, of which

LAWS OF GUYANA

notice was duly given, held on theday of.....20..., 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 of20..., pursuant to section 49 of the above-mentioned Act.

(The resolution to be copied at length.)

With this application is sent the fee of \$2-50 prescribed by the Act.

Seal of the society.

(Signed) Secretary

Signed) Chairman of first general meeting

(Signed) Chairman of the subsequent general meeting

Registered office

Dated this day of20...

FORM AG

Reg. 30

Industrial and Provident Societies Act

Chapter 88:02

DECLARATION BY OFFICER OF COMPANY AMALGAMATING OR ACCEPTING TRANSFER OF ENGAGEMENTS

County of. to wit.

Name of Company Limited.

[Subsidiary]

Industrial and Provident Societies Regulations

I, of, an officer of the above-named company, do solemnly and sincerely declare that by a resolution of a special general meeting of the company, held on the day of 20..., 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, Register No.

And I make this solemn declaration conscientiously believing the same to be true and according to the Statutory Declarations Act.

c.5:09

(Signed)

Declarant

Declared before me thisday of20...

(Signed).....

Commissioner of Oaths

FORM AH

Reg. 33

Industrial and Provident Societies Act

Chapter 88:02

INSTRUMENT OF DISSOLUTION

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

Name of Society Limited.

Register No.....

Instrument of dissolution of the

LAWS OF GUYANA

.....Limited, made the day of.20..., pursuant to section 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 \$5 prescribed by the Act is sent herewith).

(Here insert any other provisions the society desires to make as to the dissolution.)

Signatures of members

Schedule.

List of members who have not signed the foregoing instrument.

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

[Subsidiary]

Industrial and Provident Societies Regulations

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FORM AI

Industrial and Provident Societies Act

Chapter 88:02

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

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

We,..... and
..... three members
and.....the secretary of the above-named
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 according to the Statutory
Declarations Act.

(Signed)

Declarant

Declared before me thisday of20....

(Signed)

Commissioner of Oaths

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[Subsidiary] Industrial and Provident Societies Regulations

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FORM AK

Industrial and Provident Societies Act

Chapter 88:02

ACKNOWLEDGMENT OF REGISTRATION OF INSTRUMENT OF DISSOLUTION

Name of Society Limited.

Register No

The foregoing instrument of dissolution (or alteration of instrument of dissolution) is registered under the Industrial and Provident Societies Act this.....day of20...

(Signed)

Registrar

Reg. 36

FORM AL

Industrial and Provident Societies Act

Chapter 88:02

ADVERTISEMENT OF DISSOLUTION BY INSTRUMENT

Notice is hereby given that theLimited, Register Noheld atin the county of.is dissolved by instrument, registered at this office, theday of.....20..., unless within three months from the date of the Gazette in which this advertisement appears proceedings be commenced in the High Court 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

[Subsidiary]

Industrial and Provident Societies Regulations

aside accordingly.

(Signed)
Registrar

Dated this day of20...

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FORM AP

Industrial and Provident Societies Act

Chapter 88:02

AWARDS FOR DISTRIBUTION OF FUNDS

Name of Society Limited.
Register No

Pursuant to section 55 of the above-mentioned Act and to the instrument of dissolution of the above-named society, registered on theday of20..., I hereby award and direct that the assets of the society shall be divided and appropriated in the following manner—

(Signed)
Registrar

Address

Dated this day of20.....

LAWS OF GUYANA

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FORM AY

Industrial and Provident Societies Act

Chapter 88:02

NOTICE OF PROCEEDINGS TO SET ASIDE DISSOLUTION

Name of Society Limited.

Register No

To the Registrar.

Whereas on theday of20..., the above-named society was dissolved or purported to be dissolved by an instrument of dissolution purporting to be duly registered. I here-by 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 High Court.

(Signed)

Address

Dated this day of.20....

Reg. 38

FORM AZ

Industrial and Provident Societies Act

Chapter 88:02

NOTICE OF ORDER TO SET ASIDE DISSOLUTION

Name of Society Limited.

Register No

To the Registrar.

Whereas on theday of20..., the above-named society was dissolved or purported to be dissolved by an instrument of

[Subsidiary]

Industrial and Provident Societies Regulations

dissolution purporting to be duly registered.

The above-named society hereby gives you notice that by an order of the High Court dated theday of20..., copy whereof is hereto annexed, the dissolution of the said society was set aside.

Seal of the society.

(Countersigned)

Secretary

Registered office

Dated this day of20....

(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.)
