



SCHEDULE 1
FORM 1

[Section 12(1)]

Non-Profit Organisation (NPO)
Application for Registration Form
(In accordance with the NPO Act, 2012)

1. Contact Information

<i>Name (As it appears in the constitution)</i>
<i>Physical Address</i>
<i>Mailing Address</i>

Office Telephone	Cell Phone	Fax Number
Email Address	Website	

Contact Person	Name
	Position/Title
	Telephone Number <i>(If different from above)</i>

2. Operating Details

a) Did your organisation exist prior to 1 st January, 2013? YES <input type="checkbox"/> NO <input type="checkbox"/>
b) Please insert the date your organisation was established? _____ <i>(mm/dd/yyyy)</i>
c) Is your organisation incorporated or unincorporated? _____
d) If yes, insert company number _____
e) Does your organisation have a subsidiary or branch organisation(s)? YES <input type="checkbox"/> NO <input type="checkbox"/>

<i>(Please state the name(s) of subsidiary/branch organisation(s) if you answered YES to Section 2(d).</i>	
1.	7.
2.	8.
3.	9.
4.	10.

f) In full detail, please describe below the purpose (or intended purpose).

g) In full detail, please describe below the activities (or intended activities).

h) Please provide a copy of the organisation's constitution (or intended constitution).

i) What is the organisation's anticipated or expected annual revenue? _____

j) Does the organisation have a parent organisation outside of the Territory? YES NO

k) Where is the parent organisation located? _____

l) Does the organisation intend to receive funds from an organisation or remit funds to an organisation outside of the Territory? YES NO

*m) When does the organisation's financial year end? _____
(mm/dd/yyyy)*

n) Total Members (Inclusive of Executive Body) _____		
o) How many persons are employed within the organisation? _____		
p) State below the names of the Executive Body		
Name	Position/Title	Date Appointed

Application Fee Payable Upon Submission/Notification of Changes
<ul style="list-style-type: none"> Registration Fee: \$100.00
<p><i>Written notification should be sent to the NPO Board within 14 days of change in relation to the principal place of business, the purposes, the objectives (stated in your constitution), the activities and the executive body. Failure to give notice commits an offence under Section 22(3) of the Act and is liable to a penalty up to \$10,000 dollars. To submit changes please complete Notification of Change form.</i></p>

I _____ certify that information provided in this application is true. I understand that false or incomplete statements are grounds for refusal or registration.

I also understand that knowingly providing false information on this registration form is an offence under section 12(5) of the Non-profit Organisation Act 2012 and if convicted, I may be liable to a fine \$5,000 or to imprisonment for a term not exceeding one year, or both.

Signature: _____

Name in BLOCK Letters: _____

Position Held in NPO: _____

Date: _____

OFFICE USE ONLY