



SCHEDULE 1
FORM 3

[Section 22]

Non-Profit Organisation (NPO)
Notification of Change Form

(in accordance with the NPO Act, 2012)

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.

1. CONTACT DETAILS

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

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) In full detail, please describe below the change in <u>PURPOSE</u>

b) In full detail, please describe below the change in ACTIVITIES

c) If there have been any changes in the objectives stated in your constitution please attached a copy of the amended document.

d) Executive Body

Name	Position/Title	Date Elected

e) Is your organisation incorporated or unincorporated? _____

f) If yes, insert company number _____

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

I also understand that an organisation that fails to give notice under Section 22 commits an offence and is liable to the penalty specified in Schedule 5 of the Non-profit Organisation Act, 2012 up to \$10,000.

Signature: _____

Name in BLOCK letters: _____

Position held in NPO: _____

Date: _____

OFFICE USE ONLY