

**FORM-CBF1**

**Application for the registration of a proposed primary/secondary/tertiary co-operative bank**

(Act: section 6)

**Instructions for completion of form**

- a) Write, typewrite or print in legible characters with deep permanent black ink, and lodge one set of the documents (of international size A4) with the relevant supervisor.
- b) The application form and every page of every document attached must be signed by the chairperson of the proposed co-operative bank (s.6(3))
- c) An application, which does not comply with the requirements of the Act, the Co-operatives Act, the Regulations, the Co-operative Regulations, these Rules or the notes on this Form, may be rejected.
- d) Provide an explanation and motivation in respect of any of the required documentation listed below which is not submitted.

Registered name under the Co-operatives Act: .....

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Registration number under the Co-operatives Act: .....

Date of end of financial year:.....

Type of proposed co-operative bank (Mark with an X)

Primary Savings	Primary Savings and Loans	Secondary	Tertiary
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Number of members: ..... Value of deposits held: R.....

Postal address of the proposed co-operative bank (Act: Section 6(2)(h))	Physical address of the proposed co-operative bank (Act: Section 6(2)(h))
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.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
Village/Suburb:	Village/Suburb
Town/City:	Town/City:
Province:	Province:
Postal Code:	Postal Code:

Name, address and telephone number of <b>auditor</b> :			
Name: .....			
Address: .....			
.....			
.....			
Telephone number: .....			
<b>Contact information:</b>			
<b>Contact Name</b>	<b>Tel Number</b>	<b>Position held</b>	<b>E-mail Address</b>
		Managing Director	
		Chief Financial Officer	
		Chairperson of the Board	
		Secretary of the Board	
<b>Fax Number</b>			
<b>Website address</b>			
<b>Documents Attached</b>			
<b>The following documents are attached to this application:</b>		<b>Attached (Mark with an X)</b>	<b>Reference to the Act/Rules</b>
1. Certified copy of the registration certificate as a co-operative under the Co-operatives Act			Act: s.6(2)(b)
2. Special resolution to apply to operate as a co-operative bank, and to amend the constitution		FORM-CR6	
3. Two certified copies of the constitution of the proposed co-operative bank which must incorporate all the relevant requirements as outlined in s.14(1), s.15, and s.16 of the Co-operatives Act and s.13 of the Act			Act: s.6(2)(a)
4. Reservation of the full and abbreviated name of the proposed co-operative bank as well as any literal translation thereof ("co-operative bank" or "co-op bank" must be part of the name)		FORM-CR5	Act: s.6(2)(c) Act: s.10
5. Declaration for each individual holding or proposing to hold office as a director/executive officer		FORM(S)-CBF2	Act: s.9
6. Business plan as defined in the Act, including— a) human, financial and operational capacity; b) projected financial statements for three years (based on FORM-CBR1 and FORM-CBR2); c) lending policy, if applicable, and d) savings policy			Act: s. 1 (definition of "business plan") Act: s.6(2)(d) Act: s.6(2)(e) Act: s.6(2)(f) Act: s.7(b)
7. Certified copy of the register of directors setting out— a) the name, address and identity number of each director, including former directors; b) the date on which such directors became or ceased to be directors; and c) the name and address of any other co-operative, company or close			Act: s.6(2)(g)

corporation where both present and former directors are, or were, directors or members		
8. Certified copy of a register of directors' interests in contracts or undertakings		Act: s.6(2)(g) s.37 of the Co-operatives Act
9. Statement describing the suitability of the premises from which the proposed co-operative bank will operate		Act: s.6(2)(h)
10. Proof that the prescribed application fee has been paid		Act: s.6(2)(i)
11. Statement of compliance with the definition of a "co-operative bank" as set out in the Co-operative Banks Act		Act: s.1
12. Most recent audited financial statements		
13. Notice of appointment of auditor and consent to act as auditor, or resignation by auditor and removal of auditor	FORM-CR4	
14. Declaration by Auditor and confirmation of fees payable	FORM-CBF4	

**Additional information required in respect of secondary and tertiary co-operative banks**

Certified copies of the registration certificates of all the members of the proposed secondary/tertiary co-operative bank, either as a financial services co-operative registered under the Co-operatives Act, or as a co-operative bank registered under the Act		Act: s.6(4)(a)
<p>The information contained in the attached documents is, to the best of my knowledge and belief, correct</p> <p>.....</p> <p>Signature of Chairperson</p> <p>Name: .....</p> <p>Date: .....</p> <p>The information contained in the attached documents is, to the best of my knowledge and belief, correct</p> <p>.....</p> <p>Signature of Managing Director</p> <p>Name: .....</p> <p>Date: .....</p>		
<p><b><i>The relevant supervisor may request any additional information/documents/report by the auditor on aspects relating to the application (Act: s. 50), the cost thereof to be borne by the applicant</i></b></p>		
<p style="text-align: center;"><i>For official use</i></p>		