

Application to approve change of a co-operative name

Co-operatives National Law (Tasmania) Act 2015

Department of Justice
Consumer, Building and Occupational Services
PO Box 56, ROSNY 7018
Ph: 1300 65 44 99
Email: registration.services@justice.tas.gov.au
Web: www.cbos.tas.gov.au

Fees

www.cbos.tas.gov.au/topics/licensing-and-registration/fees

Must be paid when lodging application

Things to know before starting your application

The name of a co-operative:

- May consist of words, numbers or a combination of both
- Must include the word 'Co-operative' or 'Cooperative' or the abbreviation 'Co-op' or 'Coop'
- Must have the word 'Limited' or the abbreviation 'Ltd' as the last word

How to complete this form

- Complete the form onscreen (save and email with attachments) or print and complete by hand and post with attachments
- If completing the form by hand, please use a blue or black pen and print clearly using block letters
- Attachments are required as part of this application - refer to the document checklist
- Post your form and attachments to Consumer, Building and Occupational Services, PO Box 56, ROSNY 7018

1. Details of Proposed co-operative

Registered name of co-operative

Co-operative registration number

2. What new name are you proposing to register for the co-operative?

The proposed name may not be accepted because it is deemed unsuitable or similar or identical to an existing name. Check to see if your name already exists or is similar by searching [ASIC's organisation and business name register](http://www.asic.gov.au) (www.asic.gov.au). If your first choice of co-operative name is unavailable, you have the option to list two other preferred names here. We will use this list to automatically register the first available name. Carefully consider your preferences as you will not be contacted to confirm the name that is registered. Your preferences should be substantially different to each other and existing names.

Proposed name

Second preference

Third preference

3. Resolution date

Date resolution passed to register new name

4. Are you surrendering co-operative's current registration certificate? (choose only one)

Yes - go to question 5

No

If answering No, give reason why the certificate cannot be provided

5. Credit card details

Please debit my credit card (select one of the two options). Complete the rest of the card details.

Visa

Amount \$

Card number

Expiry date

CCV number

Mastercard

Name of cardholder

Daytime contact telephone number of cardholder

Date

6. Declaration and authorisation

I declare that:

- I am authorised to lodge this application on behalf of the co-operative
- The change of co-operative name was passed by a special resolution of the co-operative members
- The particulars contained in this application are true and correct. I acknowledge that it is an offence under section 514 of the *Co-operatives National Law (Tasmania) Act 2015* to provide the Registrar with false and misleading documents.

Printed name

Relationship to co-operative

Daytime telephone number

Email address

Date

7. Document checklist

Your application cannot be processed without the following documents

- Certificate of registration
- Copy of the special resolution to change the name of the co-operative

8. How to lodge and pay

- You must be authorised to lodge this document and complete section 6 of this application
- Any fees must be paid at the time of application - there is no GST payable
- If paying by credit card, fill in the credit card payment section in this application form or attach to the application form a cheque or money order made payable to Registration Services
- Email the completed form and any attachments to registration.services@justice.tas.gov.au
- If lodging by email, the total email size cannot exceed 10MB
- If lodging by post send to:
Consumer, Building and Occupational Services
PO Box 56, ROSNY 7018

The [Co-operatives National Law \(Tasmania\) Act 2015](#) can be found on the www.legislation.tas.gov.au

9. What happens when you lodge your application

- You will either receive new certificate of registration of the name or be advised why the new name has not been approved.
- A change of name does not take effect until the Registrar has noted the change on the certificate of registration.
- Within 28 days of the new name being registered, the co-operative must advertise the change of name in at least one newspaper circulating in the locality in which the co-operative carries on business.
- If any change occurs in the information you have provided in your application, you must notify Consumer, Building and Occupational Services as soon as possible.

10. Privacy Statement

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