





Form A6

Please read the information before completing this form. The form should be completed in BLACK or BLUE ink and BLOCK LETTERS.

When should this form be used?

This form must be lodged where an association changes its objects or constitution. The form should be lodged within 28 days of a special resolution being passed approving the change of the association's objects or constitution.

Who should complete and lodge this application?

The application MUST be completed and lodged by the current public officer or a current committee member of the association. If there is insufficient room provided the required information should be set out on a separate sheet.

Altering the objects or constitution of an incorporated association

The constitution or objects of an association must be altered by special resolution. Information on:

- the matters that must be addressed in the constitution,
the procedure to adopt a new constitution or to alter the constitution or objects is available on the Fair Trading website at www.fairtrading.nsw.gov.au

When amending the constitution it is important to ensure

- the amendments do not create any inconsistencies within the constitution,
the amended constitution complies with the requirements of the Act,
the application to register the amendment(s) is lodged within 28 days after the special resolution is passed.

Checklist

- Have you completed every part of the form?
Has the current public officer or a member of the committee of the association signed the declaration & privacy acknowledgement?
Have you included or attached
a copy of the special resolution by which the association approved the change to the constitution,
a copy of the changes to the constitution or objects,
the prescribed fee?

Lodging the application

- This application can be lodged at any Fair Trading Centre or by mail to the Registry of Co-operatives & Associations, PO Box 22, Bathurst NSW 2795.
For the address of your nearest Fair Trading Centre please telephone 13 32 20 or visit www.fairtrading.nsw.gov.au
Fair Trading Centres will accept payment by cheque, cash, money order or credit card. Fees for mailed applications should be paid by cheque or money order.
Cheques and money orders should be payable to 'NSW Fair Trading'. (Please note receipts will only be issued upon request.)
The application fee is not subject to GST.
The application may be returned if
it is not completed correctly,
any necessary attachments are missing, or
it is received without payment.

Contacting the Registry

Telephone (02) 6333 1400 or 1800 502 042
Mail Registry of Co-operatives & Associations PO Box 22 Bathurst NSW 2795
Website www.fairtrading.nsw.gov.au

Language assistance

Telephone - 13 14 50
Ask for an interpreter in your language.
TTY - 1300 723 404
Telephone service for the hearing impaired.