

3. REQUIREMENTS FOR REGISTRATION OF THE ORGANISATION'S CONSTITUTION

(1) Compulsory requirements for registration in terms of section 12(2)

- (a) Each requirement from (a) – (o) must be reflected in the constitution. If the requirements are not satisfied the director will not register the nonprofit organisation.
- (b) Indicate in column 2 where in your organisation's constitution the requirements listed in column 1 are provided for.

Column 1

Column 2

REQUIREMENTS FOR REGISTRATION	Applicable reference in constitution
(a) Organisation's name(s)	
(b) Organisation's main and ancillary objectives	
(c) Organisation's income and property are not distributable to its members or office-bearers, except as reasonable compensation for services rendered	
(d) Provision for the organisation to be a body corporate and have an identity and existence distinct from its members or office-bearers	
(e) Provision for the organisation's continued existence notwithstanding changes in the composition of its membership or office-bearers	
(f) Members or office-bearers have no rights in the property or other assets of the organisation solely by virtue of their being members or office-bearers	
(g) Powers of the organisation	
(h) Organisational structures and mechanisms for its governance	
(i) Rules for convening and conducting meetings, including quorums required for and the minutes to be kept of those meetings	
(j) Manner in which decisions are to be made	