Transfer of engagements

Section 1 – About this form

Use this form to register a transfer of engagements if you are a society registered under:

* Co-operative and Community Benefit Societies Act 2014 (including credit unions)
* Co-operative and Community Benefit Societies Act (Northern Ireland) 1969
* The Credit Unions (Northern Ireland) Order 1985
* Friendly Societies Act 1974 who are a:
	+ working men’s club
	+ benevolent society; or
	+ specially authorised society.
		- 1. Please note that this form, including any details provided on the form, will be made available to the public through the Mutuals Public Register: <https://mutuals.fca.org.uk>.

Section 2 – About this application

2.1 What is the name and register number of the transferring society?

|  |  |
| --- | --- |
| Society name |  |
| Register number |  |

2.2 Is your society authorised by the PRA?

|  |
| --- |
| Yes |[ ]
| No |[ ]

2.3 What is the name and register number of the accepting entity?

|  |  |
| --- | --- |
| Entity name |  |
| Entity number |  |

2.4 What is the legal form of the accepting entity?

|  |
| --- |
| Society |[ ]
| Credit union |[ ]
| Company |[ ]

2.5 Who should we contact if we want to discuss this application?

|  |  |
| --- | --- |
| Name |  |
| Role |  |
| Email address |  |
| Phone number |  |

2.6 When do you want the transfer of engagements to be registered? Please note we aim to determine complete applications within 15 working days of receipt.

**2.7 Is this a transfer of all the society’s engagements?**

|  |  |
| --- | --- |
| Yes |[ ]  Go to Section 3 |
| No |[ ]  Go to question 2.8 |

2.8 Please detail the engagements remaining with the transferring society:

Section 3 – Special resolution

**3.1 Please confirm the transferring society or credit union has passed the special resolution in line with the statutory requirements:**

|  |
| --- |
| Resolution passed in line with statutory requirements |[ ]

**3.2 Please confirm you have enclosed two signed copies of the special resolution.** Each copy of the resolution must be signed by the transferring society’s secretary, and the chairman of the meeting approving the special resolution.

|  |
| --- |
| Two copies of the signed special resolution are enclosed |[ ]

**3.3 In what way did the accepting entity decide to undertake to fulfil the engagements of the transferring society.**

|  |  |
| --- | --- |
| At a board meeting  | [ ]  |
| At a meeting of members | [ ]  |

3.4 Is the accepting entity registered under the Friendly Societies Act 1974?

|  |  |
| --- | --- |
| No |[ ]  Go to Section 4a |
| Yes |[ ]  Go to question 3.5 |

**3.5 Please confirm you have enclosed two signed copies of the accepting society’s special resolution.** Each copy of the resolution must be signed by the transferring society’s secretary, and the chairman of the meeting approving the special resolution.

|  |
| --- |
| Two copies of the signed special resolution are enclosed |[ ]

**3.6 Please confirm the accepting society has passed the special resolution in line with the statutory requirements:**

|  |
| --- |
| Resolution passed in line with statutory requirements |[ ]

Section 4a – Statutory Declaration – transferring society

An officer of the transferring society or credit union must sign below in front of a solicitor, commissioner for oaths, notary public, or justice of the peace.

|  |  |
| --- | --- |
| Name |  |
| Role |  |

I do solemnly and sincerely declare that, in passing the resolution, the provisions of the applicable legislation have been complied with; and that everything stated in this form is accurate.

I make this solemn declaration conscientiously believing this to be true, and by virtue of the provisions of the Statutory Declarations Act 1835.

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

This was declared before me, a:

|  |
| --- |
| Solicitor |[ ]
| Commissioner for oaths |[ ]
| Notary Public |[ ]
| Justice of the Peace |[ ]

|  |  |
| --- | --- |
| Name |  |
| Declared at |  |
| Signature |  |
| Date |  |

Section 4b – Statutory Declaration – accepting entity

An officer of the accepting entity must sign below in front of a solicitor, commissioner for oaths, notary public, or justice of the peace.

|  |  |
| --- | --- |
| Name |  |
| Role |  |

I do solemnly and sincerely declare that the accepting entity has undertaken to fulfil the engagements of the transferring society detailed in the resolution; and that everything stated in this form is accurate.

I make this solemn declaration conscientiously believing this to be true, and by virtue of the provisions of the Statutory Declarations Act 1835.

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

This was declared before me, a:

|  |
| --- |
| Solicitor |[ ]
| Commissioner for oaths |[ ]
| Notary Public |[ ]
| Justice of the Peace |[ ]

|  |  |
| --- | --- |
| Name |  |
| Declared at |  |
| Signature |  |
| Date |  |

Section 5 – Submitting this form

* + - 1. Please submit a signed, scanned version of your application by email to: mutual.societies@fca.org.uk
			2. Or please submit by post to:

Mutual Societies

Financial Conduct Authority

12 Endeavour Square

London

E20 1JN

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