**Change of name form**

Section 1 – About this form

Use this form to change the name of your society registered under the Co-operative and Community Benefit Societies Act (Northern Ireland) 1969 and your credit union registered under the Credit Unions (Northern Ireland) Order 1985.

Before you start completing this form you may find it helpful to refer to our [current guidance](https://www.fca.org.uk/static/documents/fg15-12.pdf) on the FCA’s registration function under the Co-operative and Community Benefit Societies Act 2014 for mutual societies in Great Britain. We set out our approach to determining whether a name is undesirable:

* + - 1. <https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>
      2. Please note that this form, including any details provided on the form, will be made available to the public through the Mutuals Public Register.

Section 2 – About this application

|  |  |
| --- | --- |
| Society’s current name |  |
| Register number |  |

Section 3 – Proposed new name

3.1 What is the proposed name of the society?

|  |  |
| --- | --- |
| Proposed name |  |

3.2 Please confirm you have checked to make sure this name is not currently in use by a company or other society (You can do this by searching the Companies House register at https://beta.companieshouse.gov.uk/).

|  |  |
| --- | --- |
| The proposed name is available for use |  |

3.3 Does your name contain a word listed in Annex 1 of the guidance? https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf

|  |  |  |
| --- | --- | --- |
| No |  | Go to question 3.5 |
| Yes |  | Go to question 3.4 |

3.4 Please confirm you have read and complied with the requirements in Annex 1.

|  |  |
| --- | --- |
| The proposed name complies with the requirements in Annex 1 |  |
| **3.5 If you are a credit union does the name contain the words ‘credit union’’?**   |  |  |  | | --- | --- | --- | | Yes |  | Go to Section 3.6 | | No |  | Go to question 3.6 | |  |

3.6 Does your name end in the word ‘Limited’ (or ‘cyfyngedig’ for Welsh societies)?

|  |  |  |
| --- | --- | --- |
| Yes |  | Go to Section 4 |
| No |  | Go to question 3.7 |

**3.7 Please confirm the objects of the society are charitable or benevolent.** Only societies whose objects are wholly charitable or benevolent can omit the word ‘limited’ from the end of their name.

|  |  |
| --- | --- |
| Our objects are charitable or benevolent |  |

Section 4 – Approval of name

Societies are required to pass a resolution at a properly convened general meeting to approve the name change.

4.1 Please provide the date of the general meeting where the resolution was passed

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |

4.2 What is the reason for the change of name?

Section 5 – Declaration

The secretary of the society must complete this section.

|  |  |
| --- | --- |
| Name |  |
| My signature below confirms that the information in this form is accurate to the best of my knowledge | |
| Signature | |
| Position |  |
| Date |  |

Section 6 – 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:
      3. Mutual Societies
      4. Financial Conduct Authority
      5. 25 The North Colonnade
      6. Canary Wharf
      7. London
      8. E14 5HS