# The Registry of Friendly Societies

FRIENDLY SOCIETIES ACTS, 1896 TO 2021

# FORM A.R. 3

ANNUAL RETURN PRESCRIBED BY THE REGISTRAR OF FRIENDLY SOCIETIES FOR A REGISTERED BRANCH OF A REGISTERED FRIENDLY SOCIETY UNDER THE ABOVE ACTS

## FOR THE YEAR ENDED 31 DECEMBER 20\_

This Return is to be sent to the Registrar as soon as possible after 31 December 20\_\_\_\_, and in any event not later than 31 May 20\_\_\_\_. It should be accompanied by:

- (1) A copy of the Audited Accounts
- (2) A copy of the Auditor's Special Report (if any)
- (3) The appropriate filing fee

#### PLEASE COMPLETE IN BLOCK CAPITALS IN BLUE OR BLACK INK

Name of Society:		
Registered Number:		
Registered Office:		
Telephone No.:	Fax No.:	
e-mail Address:	Website Address:	
RETURN AS TO MEMBERS	YEAR TO WHICH RETURN REFERS ( )*	FIGURES FROM PREVIOUS YEAR'S RETURN ( )*
Number of members at beginning of year		
Number of members admitted during year		
Number of members whose membership ceased during year		
Number of members at end of year		
FOR OFFICE USE ONLY		
PECEIVED:	EII ED:	

<sup>\*</sup> Insert year

NAME (BLOCK CAPITALS)  Do the Rules of the Society provide for security to be given by Officers?  COMMITTEE OF MANAGEMENT AND TRUSTEES*  NAME (BLOCK CAPITALS)  OFFICE HELD  ADDRESS (BLOCK CAPITALS)  OFFICE HELD  ADDRESS (BLOCK CAPITALS)	OFFICERS IN RECEIPT OR CHARGE OF MONEY*			SECURITY		
If Yes, state Rule No.  COMMITTEE OF MANAGEMENT AND TRUSTEES* Dated: / / / / / / / / / / / / / / / / / / /			ADDRES (BLOCK CAPI	SS TALS)		BOND/GUARANTEE
If Yes, state Rule No.  COMMITTEE OF MANAGEMENT AND TRUSTEES* Dated: / / / / / / / / / / / / / / / / / / /						
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If Yes, state Rule No.  COMMITTEE OF MANAGEMENT AND TRUSTEES* Dated: / / / / / / / / / / / / / / / / / / /						
COMMITTEE OF MANAGEMENT AND TRUSTEES* Dated: / /	Do the Rules of the Society	provide for secur	rity to be given by	Officers?	Yes	No
	If Yes, state Rule No.					
NAME (BLOCK CAPITALS)  OFFICE HELD  ADDRESS (BLOCK CAPITALS)	COMMITTEE OF MAN	AGEMENT AN	D TRUSTEES*	Dated:		/
	NAME (BLOCK CAPITALS)	OFFIC	CE HELD		ADDRESS (BLOCK C	CAPITALS)

 $<sup>{}^*</sup>Use \ a \ separate \ sheet \ if \ necessary$ 

### DONATIONS FOR POLITICAL PURPOSES

The Electoral Act, 1997 (as amended) requires Friendly Societies, among other bodies, to declare in their Annual Returns certain donations made for policital purposes (see note below). Detail of donations, as defined in the note, made during the year ended 31 December 20 should be entered in the table below. If no such donations were made please state 'NONE'.

Name of person,	Address	Value of donation
political party or third party to whom	(BLOCK CAPITALS)	€
donation was made		
(BLOCK CAPITALS)		
	I .	

#### Note

Returns made up to 7th November 2013 or later: S26 Electoral Act 1997, as amended by S17 Electoral (Amendment) (Political Funding) Act 2012, requires details of contributions for political purposes, in excess of €200 in the aggregate, to any political party, member of the Dáil or Seanad, MEP or candidate in any Dáil, Seanad or European election or to any third party (a 'third party' is a person who accepts a contribution for political purposes which exceeds €100 in the year concerned), made by the society in the year to which the annual return relates (i.e. the period since the effective date of the previous year's annual return, up to and including the effective date of the current return), in respect of that year.

Returns made up to 6th November 2013 or earlier: S26 Electoral Act 1997 requires details of contributions for political purposes, in excess of €5,079 in the aggregate, to any political party, member of the Dáil or Seanad, MEP or candidate in any Dáil, Seanad or European election or to any third party (a 'third party' is a person who accepts a contribution for political purposes which exceeds €100 in the year concerned), made by the society in the year to which the annual return relates (i.e. the period since the effective date of the previous year's annual return, up to and including the effective date of the current return), in respect of that year.

The particulars in the Annual Return must be sufficient to identify the value of each political donation and to whom the donation was made. A wide definition of "donation" is set out in s.22 of the Electoral Act 1997 (as amended by s.49 Electoral (Amendment Act) 2001 and s7 Electoral (Amendment)(Political Funding) Act 2012) and s.46 Electoral Act 1997 and includes, in addition to donations of money, services supplied without charge, a donation of proprerty or goods or the free use of same. 3

## **DECLARATION** The information contained in this Annual Return and appended pages are to the best of our knowledge and belief correct and in accordance with the law. Signed: Secretary: Block Capitals: Treasurer: Block Capitals: Date: [all signatures must be in blue or black ink] **BALANCE SHEET** AS AT 31 DECEMBER 20 FIGURES FROM YEAR TO WHICH **PREVIOUS** RETURN REFERS YEAR'S RETURN )\* **ASSETS** TANGIBLE FIXED ASSETS INVESTMENTS, BANK AND CASH **STOCK DEBTORS AND PREPAYMENTS OTHER ASSETS TOTAL ASSETS** LIABILITIES MANAGEMENT FUND **BENEFIT FUND** OTHER FUNDS **RESERVES** BANK AND OTHER LOANS BANK OVERDRAFT CREDITORS AND ACCRUALS OTHER LIABILITIES TOTAL LIABILITIES

<sup>\*</sup> Insert year

## INCOME AND EXPENDITURE ACCOUNT

## FOR THE YEAR ENDED 31 DECEMBER 20\_\_\_

INCOME	YEAR TO WHICH RETURN REFERS ( )*	PREVIOUS YEAR'S RETURN ( )*
FROM BENEFITS	€	€
FROM SOCIAL FUNCTIONS		
OTHER INCOME		
TOTAL INCOME		
EXPENDITURE		
ON BENEFITS		
ON SOCIAL FUNCTIONS		
OTHER EXPENSES		
TOTAL EXPENDITURE		
EXCESS OF INCOME OVER EXPENDITURE		
APPROPRIATED TO:		
MANAGEMENT FUND		
BENEFIT FUND		
OTHER FUNDS		
RESERVES		
TOTAL EXCESS APPROPRIATED		

### **ACCOUNTANT'S REPORT**(1)

income and expenditu	the Society and is consistent with the Audited Accounts.
Address:	
Telephone No.:	Fax No.:
I am a member of: (State which body of Acc	countants you are a member of)
Membership Numb	per:
I hold a valid Pract	tising Certificate  Yes No (tick as appropriate)
SIGNATURE (4)	BLOCK CAPITALS
DATED:	
NOTES:	
(1)	The Reporting Accountant <u>must</u> be the Auditor of the Society.
(2)	Where the Reporting Accountant:
	(a) is unable to form an opinion as to whether pages 4 and 5 of this Return are in agreement with the books and records of the Society and are consistent with the Audited Accounts, or
	(b) is unable to give an unqualified opinion on the information contained in this Annual Return
	he/she should prepare a Special Report to be enclosed with this Annual Return.
(3)	Is a Special Report referred to at note (2) above attached? Yes No
(4)	All signatures must be in blue or black ink.

Every Society is supplied with two copies of the Annual Return Form. Additional copies may be obtained from the Registry of Friendly Societies at the Address below.

The prescribed fee for filing an Annual Return is €40.00

The address to which Returns, Annual Accounts, Rules, Filing Fees and other documents should be sent is:

Registry of Friendly Societies, PO Box 12858, Dublin 1.
Public Office: Bloom House, Gloucester Place Lower, Dublin 1
Telephone: 01~804 5499 Lo-Call: 1890 220225 eMail: rfs@dbei.gov.ie