

# THE REGISTRY OF FRIENDLY SOCIETIES

INDUSTRIAL AND PROVIDENT SOCIETIES ACTS, 1893 TO 2018

## FORM A.R. 19

**ANNUAL RETURN  
FOR LAND AND HOUSING SOCIETIES  
CARRYING ON A BUSINESS**

Society number

				<b>R</b>
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**Society name**


**Registered Office**


**Nature of Society's  
Business**


**Annual return  
For year ended**

*note one and  
note two*

Day	Month	Year								
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**Auditor  
Registration  
Number (ARN)**

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**Presenter Details**

Name  
Address  
  
Telephone number  
Email  
DX number/Exchange

	Fax number
	Contact Person
	Reference number

**Return as to Members**

<b>RETURN AS TO MEMBERS</b>	<b>TENANTS</b>	<b>NON-TENANTS</b>	<b>SOCIETIES</b>
Number of Members at the beginning of the Year			
Number of Members admitted during the Year			
Number of Members whose Membership has ceased during the year			
Number of Members at the end of the Year			

**Financial Information**

We confirm that the Society has been trading in the last year  Yes  No

Financial Information from the Accounts for the year ended  Day  Month  Year

	€	Previous Year €
<b>Total Assets</b>		
<b>Total Income</b>		
<b>Salaries and Wages</b>		
<b>Profit/(loss) before Tax</b>		
<b>Number of Employees</b>		

**Donations for political purposes**

*note three*

The Electoral Act, 1997 (as amended) requires Industrial and Provident Societies, among other bodies, to declare in their Annual Returns certain donations made for political purposes.

Detail of donations, as defined in the notes to this form, made during the year ended should be entered. If no such donations were made please tick the box "None".

None

Name of person, political party or third party to whom donation was made


Value of donation

€/__
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**COMMITTEE OF MANAGEMENT\***

**Date:**

Day:      Month:      Year:

Name	Office Held	Address

\*If the names are more than can be conveniently inserted here, they may be added (with particulars required) on a separate page.

OFFICERS IN CHARGE OF MONEY*			SECURITY	
Name	Position	Address	Maximum Cash Held	Bond/Guarantee

\*If the names are more than can be conveniently inserted here, they may be added (with particulars required) on a separate page.

**Certification**

We, the undersigned, hereby certify that 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

Name *in block*  
*capitals or typescript*

\_\_\_\_\_  
Chairperson

Name *in block*  
*capitals or typescript*

\_\_\_\_\_  
Treasurer

Name *in block*  
*capitals or typescript*

*[all signatures must be in blue/black ink]*

**Date:**   /   /

**note one** The annual return must be submitted to the Registry of Friendly Societies (RFS) no later than  
(i) 31st October. Where the date of its last published balance sheet falls between **1st January and 30th June**

(ii) 30th April. Where the date of its last published balance sheet falls between **1st July and 31st December (of the preceding year)**.

**note two** Form AR19 should be accompanied by:-

- (1) **A signed copy of the Financial Statements\***
- (2) **The appropriate filing fee - €40.00**
- (3) **Please complete in block capitals and in BLUE OR BLACK INK**

\* When lodging documents with the RFS, please ensure that only unbound pages are submitted. This will ensure that the time taken to prepare and scan submissions is kept to a minimum, which is in the interests of both the RFS and our customers. Pages of a document shall be kept together by means of a clip or staple at the top left-hand corner and shall not be stitched together or otherwise bound and shall not bear any adhesive tape.

Information should be presented on A4 size white paper - 297 millimetres in length and 210 millimetres in width. This will allow for the electronic scanning of the submission.

**note three** **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 s.7 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 property or goods or the free use of same.

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*Copies of RFS forms may be obtained from the website - [www.cro.ie](http://www.cro.ie).*

***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 as follows:*

*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](mailto:rfs@dbei.gov.ie)*

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