

IMPORTANT INFORMATION
WITH REGARD TO CHANGES TO THE
BOARD OF DIRECTORS

- For changes to the board of directors form CR2 must be completed.
 - A co-operative must within 30 days after an annual general meeting submit to this office the full names, surnames and addresses of all directors of the co-operative, as well as, any directors that have vacated their positions. This must be done annually, irrespective of changes to the board or not.
 - The number of directors must at all times be within the minimum and maximum number of directors as specified in the constitution of the co-operative.
 - Should a director be expelled or a whole board of directors be replaced with new directors, this office will do a verification process which will take a minimum of 14 working days, before the changes will be made on the CIPC database.
 - Directors are appointed for a term of office in terms of the constitution of the co-operative. Should there be changes to the board of directors outside the term of office / during a financial year, this office needs to be informed of the:
 - Changes on a CR2. Please attach copy of identity document for each director.
 - From which date the changes are effective (on CR2).
 - Reasons why the number of members of the board of director was increased out of term (if applicable);
 - Reasons for any director's vacation of office out of term (if applicable), i.e.:
 - A letter of resignation of a director should be attached. Also indicate whether the Director also resigned as founder member, where applicable.
- OR
- Minutes of a meeting of the board, if a director was expelled as director as he/she has become incompetent to be a director or was absent from a number of consecutive board meetings without leave, as specified in the constitution of the co-operative. The Minutes must be signed by all of the directors and be certified a true copy.
- OR
- Certificate of death.

Client Ref: (Customer code)						
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CR 2

REPUBLIC OF SOUTH AFRICA

CO-OPERATIVES ACT, 2005

RETURN RELATING TO DIRECTORS

(To be lodged when particulars of directors change, including resignation and appointment of new directors)
(Sections 6 and 39)

Name of co-operative: _____

Registration number of co-operative _____ / _____ / _____

I, _____ (Name of director/secretary/manager/officer) _____ state that the directors listed in this return are all the directors of the co-operative, have consented to their appointment and that, according to their letters of consent to their appointment, none of the directors are disqualified to be directors in terms of the Co-operatives Act, 2005, or the constitution of the co-operative and that the directors listed in the second table have not been re-appointed or have vacated their office for other reasons.

Signed: _____ (Director/secretary/manager/officer of co-operative)

Date: _____

APPOINTED DIRECTORS

FULL NAMES AND SURNAME OF DIRECTOR & POSITION IN BOARD	IDENTITY NUMBER OF DIRECTOR	HOME ADDRESS OF DIRECTOR	POSTAL ADDRESS OF DIRECTOR	DATE OF APPOINTMENT
Full names _____ _____ _____ Surname _____ Position: CHAIRPERSON	_____ _____ _____	_____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Full names _____ _____ _____ Surname _____ Position: _____	_____ _____ _____	_____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Full names _____ _____ _____ Surname _____ Position: _____	_____ _____ _____	_____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____	_____ _____ _____ _____
Full names _____ _____ _____ Surname _____ Position: _____	_____ _____ _____	_____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____	_____ _____ _____ _____

* Complete all the present directors' details under appointed directors (not just the details of new directors)

APPOINTED DIRECTORS (continue)

FULL NAMES AND SURNAME OF DIRECTOR & POSITION IN BOARD	IDENTITY NUMBER OF DIRECTOR	HOME ADDRESS OF DIRECTOR	POSTAL ADDRESS OF DIRECTOR	DATE OF APPOINTMENT
Full names _____ _____ _____ _____ Surname _____ Position: _____	_____ _____ _____ _____	_____ _____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
Full names _____ _____ _____ _____ Surname _____ Position: _____	_____ _____ _____ _____	_____ _____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
Full names _____ _____ _____ _____ Surname _____ Position: _____	_____ _____ _____ _____	_____ _____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
Full names _____ _____ _____ _____ Surname _____ Position: _____	_____ _____ _____ _____	_____ _____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
Full names _____ _____ _____ _____ Surname _____ Position: _____	_____ _____ _____ _____	_____ _____ _____ _____ Cell no: _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____

Version 3

*** Complete all the present directors' details under appointed directors (not just the details of new directors)**

DIRECTORS THAT HAVE VACATED OFFICE
(if applicable)

NAMES AND SURNAMES OF DIRECTORS THAT HAVE VACATED OFFICE & POSITION HELD	IDENTIFICATION NUMBER OF DIRECTOR THAT HAVE VACATED OFFICE	DATE OF VACATION OF OFFICE	REASON FOR VACATION OF OFFICE
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____
Full names: _____ _____ Surname: _____ Position vacated: _____	_____ _____ Cell no: _____ _____	_____ _____ _____	_____ _____ _____ _____