

<b>Enquiries:</b> Directorate Nonprofit Organisations	<b>Reference number:</b>
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JL Hilton  
 The Classical Association of South Africa  
 Department of Classics  
 University of KwaZulu-Natal  
 Howard College  
 DURBAN NORTH  
 4051

Dear Sir/Madam

**APPLICATION FOR REGISTRATION IN TERMS OF THE NONPROFIT ORGANISATION ACT, 1997 (ACT NO.71 OF 1997): The Classical Association of South Africa**

With reference to the above-mentioned application, you are hereby informed that the application has not met with the requirements for registration.

**As per regulations of the Act; the following information is outstanding on the application form**

- Insufficient number of members submitted. Clause <9> of your constitution stated that you have <05> members in your management committee (office bearers). Please use a separate page to provide us with the particulars of <0> more members as advised in the application form.

**As per requirements of section 12 of the Act; the following information must be in the constitution**

Clause(c):  
 It does not make provision that the organizations income and property are not distributable to its members or office-bearers, except as reasonable compensation for services rendered. (Herewith an example clause to be added):

*The organisation may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organisation. The payment must be a reasonable amount for the work that has been done.*

Clause(d): It does not make provision for the organization to be a body corporate and have an identity and existence distinct from its members or office-bearers. (Herewith an example clause to be added):

*The organization shall:*

- Exist in its own right, separately from its members.
- Be able to own property and other possessions.
- Be able to sue and be sued in its own name.

1-3

Clause(e): It does not make provision for the organizations continued existence notwithstanding changes in the composition of its members or office-bearers. (Herewith an example clause to be added):

*Continue to exist even when its membership changes and there are different office bearers.*

1-3

Clause(f): It does not make provision to ensure that members or office-bearers have no rights in the property or other assets of the organization solely by virtue of their being members or office-bearers. (Herewith an example clause to be added):

*Members or office bearers of the organization do not have rights over things that belong to the organization.*

3-2

Clause(g): It does not make provision for the powers of the organisation. (Herewith an example clause to be added):

*The management committee may take on the power and authority that it believes it needs to be able to achieve the objectives of the organisation.*

11-1-3

Clause(h): It does not make provision for the organisation's structure and governance (Herewith an example clause to be added).

*A Management committee will manage the organisation. The management will be made up of not less than 10 members. They are the office-bearers of the organisation.*

10-1

Clause(i): (i) It does not set out the rules for convening and conducting meetings, including quorums for and the minutes to be kept of those meetings. (Herewith an example clause to be added):

*Meetings and procedures of the committee*

*.. Minutes of all meetings must be kept safely and always be on hand for members to consult.*

12-2

Clause(k): It does not provide for the organizations financial transactions to be conducted by means of a banking account. (Herewith an example clause to be added):

We herewith return all your documents. Your application will receive further attention on submission of complete documents.

- Please sign the constitution by the relevant authorized office bearers.

19-2  
When the organisation closes down it has to pay off all its debts. After doing this, if there is property or money left over it should not be paid or given to members of the organisation. It should be given in some way to another non-profit organisation that has similar objectives. The organisation's general meeting can decide what organisation this should be.

Clause(o): It does not provide that, when the organisation is wound up or dissolved, any assets remaining after its liabilities have been met, must be transferred to another non-profit organization having similar objectives. (Herewith an example clause to be added):

19-1  
The organisation may close down if at least two-thirds of the members present and voting at a meeting convened for the purpose of considering such matter, are in favour of closing down.

Clause(n): It does not set out the procedure by which the organization may be wound up or dissolved. (Herewith an example clause to be added):

15-1  
The constitution can be changed by a resolution. The resolution has to be agreed upon and passed by not less than two thirds of the members who are at the annual general meeting or special general meeting. Members must vote at this meeting to change the constitution.  
.. Two thirds of the members shall be present at a meeting (the quorum) before a decision to change the constitution is taken. Any annual general meeting may vote upon such a motion, if the details of the changes are set out in the notice referred to in the previous paragraph.  
.. A written notice must go out not less than fourteen (14) days before the meeting at which the changes to the constitution are going to be proposed. The notice must indicate the proposed changes to the constitution that will be discussed at the meeting.

Changes to the constitution

Clause(m): It does not set out the procedure for changing the constitution. (Herewith an example clause to be added):

11-7  
The financial year of the organisation ends on 31 March each year.

Clause(l): It does not determine a date for the end of the organizations financial year. (Herewith an example clause to be added):

11-4  
The organisations financial transactions shall be conducted by means of a banking account.

Yours faithfully



Moeti M

**for DIRECTOR: NONPROFIT ORGANISATIONS**

**DATE : 22/05/2007**

Lefapha la Thabolo ya Logo, Lefapha la Ntshetsopela ya Sejhaba, umnyango wezenluthuko yabantu, Muhasho wa zwa Mvelaphanda ya Vhahlu, Department van Maatskaplike Ontwikkeling, Kgoro ya Thabollo ya Logo, Ndzawulo ya Nhlwako wa Vanhu, Litiko letentluthuko yabantu, isabe loPhuhliso leMlalo yoluntu, Umnyango weTluthuko kwezokuhlalana