

lodging party or agent name _____
 address _____
 _____ state _____
 telephone _____
 facsimile _____
 DX number _____ suburb/city _____

Registry of Co-operatives

REPORT AS TO AFFAIRS

Form 6
(Clauses 51, 53 & 54)
Co-operatives Act 1992
(Sch.4 cl. 6A(1), 14(2)(b),
and 15(1))

Co-operative name _____
 A.R.B.N. (if applicable) _____

Annexure Notes

- Wording required on the Annexure should read as follows:
 “This is the annexure of pages marked “A” referred to in the
 Statement Verifying Report signed by me*/us* and dated/..../.... (d/m/y)”
- Signature/s are required on the Annexure of each person who signs the Statement Verifying Report

Reason for Report

- | | | | |
|--------------|-----------------------|---------------------------|-------------------------------|
| tick one box | <input type="radio"/> | managing controller | clause 6A(1) of Schedule 4 |
| | <input type="radio"/> | appointment of controller | clause 14(2)(b) of Schedule 4 |
| | <input type="radio"/> | appointment of controller | clause 15(1) of Schedule 4 |

Assets and Liabilities

Date specified under the relevant section as the date of the report (see directions) / / (d/m/y)

	Valuation (for each entry show whether cost or net book amount) \$	Estimated Realisable values \$
1. Assets not specifically charged -		
(a) Interests in land as detailed in Schedule A		
(b) Sundry debtors as detailed in Schedule B		
(c) Cash on hand		
(d) Cash at bank		
(e) Stock as detailed in annexed inventory		
(f) Work in progress as detailed in annexed inventory		
(g) Plant and equipment as detailed in annexed inventory		
(h) Other assets as detailed in Schedule C		
Sub Total		
2. Assets subject to specific charges, as detailed in Schedule D		
Less amounts owing as detailed in Schedule D		
Total Assets		
Total estimated realizable values		

3. Less payable in advance of secured creditor(s) _____
 Amounts owing for tax instalment deductions and prescribed
 payments tax
 Amounts owing for employee entitlements as detailed in
 Schedule E
-
4. Less amounts owing and secured by debenture or floating
 charge over assets
-
5. Less preferential claims ranking behind secured creditors,
 as detailed in Schedule F
-
6. Balances owing to partly secured creditors as detailed in
 Schedule G
- | | |
|---------------|-------|
| Total claims | (\$) |
| Security held | (\$) |
-
7. Creditors (unsecured) as detailed in Schedule H
- | | |
|----------------|-----------|
| Amount claimed | (\$.....) |
|----------------|-----------|
-
8. Contingent assets (\$.....)
 Estimated to produce as detailed in
 Schedule I
-
9. Contingent liabilities (\$)
 Estimated to rank as detailed in
 Schedule J
- Estimated deficiency or
 - Estimated surplus
 - Subject to costs of administration or
 - Subject to costs of liquidation
- Share capital \$ _____
 Issued \$ _____
 Paid up \$ _____
-

Schedules

SCHEDULE A
INTERESTS IN LAND

Address and description of property	Valuation (1)	Estimated realizable value	Valuation for rating purposes	Particulars of tenancy	Where possession of deeds may be obtained	Short particulars of title
	\$	\$	\$			

SCHEDULE B**SUNDRY DEBTORS (INCLUDING LOAN DEBTORS)**

Name and address of debtor	Amount owing	Amount realizable	Deficiency	Particulars of Security (if any) held	Explanation of deficiency
	\$	\$	\$		

SCHEDULE C**OTHER ASSETS**

Description of deposit or investment	Cost	Amount Realizable
	\$	\$

Deposits

Investments

SCHEDULE D**ASSETS SUBJECT TO SPECIFIC CHARGES**

Description of asset	Date charge given	Description of charge	Holder of charge	Terms of repayment	Valuation (1)	Estimated realizable value	Amount owing under charge
					\$	\$	\$

SCHEDULE E
CLAIMS BY EMPLOYEES

Employee's name and address	Wages	Holiday pay	Long service leave	Estimated liability
	\$	\$	\$	\$

SCHEDULE F

PREFERENTIAL CREDITORS (OTHER THAN THOSE DETAILED IN SCHEDULE E)

Name and address of preferential creditor	Description of amount owing	Amount owing
		\$

SCHEDULE G

PARTLY SECURED CREDITORS

Name and address of creditor	Particulars of security held	Nature of security	Estimated value of security	Amount owing to creditor	Amount estimated to rank as unsecured
			\$	\$	\$

SCHEDULE H**UNSECURED CREDITORS**

Name and address of creditor	Amount claimed by creditor	Amount admitted as owing	Reasons for difference between amount claimed and admitted (if any)
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SCHEDULE I**CONTINGENT ASSETS**

Description of asset	Gross asset	Estimated to produce
	\$	\$

SCHEDULE J**CONTINGENT LIABILITIES**

Name and address of creditor	Nature of liability	Gross liability	Estimated rank for
		\$	\$

Certification

I certify that the particulars contained in the above report as to affairs are true to the best of my knowledge and belief.

Dated thisday of.....20.....

Signature.....

- (1) Indicate in respect of each entry whether cost or net book amount.

DIRECTIONS

1. This report is to be made as at the following dates:
 - (a) where prepared by the managing controller under clause 6A(1) of Schedule 4 - a day not later than 30 days before the day when it is prepared
 - (b) where submitted to a controller under clause 14(2)(b) of Schedule 4 - the control day
 - (c) where submitted to the controller under clause 15(1)(c) of Schedule 4 - the date specified by the controller by notice.
2. Where this report is required under clause 15(1) of Schedule 4, the report is to be verified by a statement in writing, in accordance with the form entitled "Statement Verifying Report", by a person referred to in that subclause.
3. When a copy of this report is lodged with the Registrar of Co-operatives pursuant to clause 14(2)(c) of Schedule 4, the report must be certified by the controller of the property of the Co-operative as a true copy of the original report.

Additional Requirements

Purpose for lodgment of copy of Statement Verifying Report
(tick appropriate box and complete date)

- by the managing controller of property under clause 6A(2) of Schedule 4
(to be lodged within 2 months after the control day)
if a receiver and manager - date of appointment (d/m/y)/...../.....
- if a person who is in possession or has control of
the property for the purpose of enforcing a charge
date when person took control (d/m/y)/...../.....
- by the controller of property under clause 14(2)(c) of Schedule 4
(to be lodged within one (1) month after the receipt of the report)
date of receipt of report (d/m/y)/...../.....

Send to

Registry of Co-operatives
& Associations
PO Box 22
BATHURST 2795

or
DX 3123
BATHURST

Annexures

- To make any annexure you must
1. use A4 size paper of white or light pastel colour
 2. provide a margin of at least 10mm on all sides
 3. number the pages consecutively
 4. print or type in dark blue or black ink, so that the document is clearly legible when photocopied
5. identify the annexure with a mark such as A, B, C etc.
 6. endorse the annexure with the words
The annexure (mark) of (number) pages referred to in Form (form number and title)
 7. sign and date the form
This annexure must be signed by same person(s) who signed the form.

