

**Checklist**

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| Details  | Fill in here |
| **Name of the Society** |  |
| *List of Members and Designation****(Please note under the Kenyan Societies(Cap 108), a Society is required to Have a minimum of 10 Members)( or attach list)*** |  ***Designation*** |
| Objectives of the Society**(state the main objects of the society)**Our main objective is to create awareness by helping in formation of support groups and in doing advocacy. |  |
| Details of officials of the SocietyOfficial 1* Full Name(no initials)
* Postal address
* Occupation

Official 2 * Name
* Postal address
* Occupation

Official 3* Name
* Postal address
* Occupation
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| **Registered office & address of the Society**Osiligi building 3rd Floor,Room 302, Ongata Rongai* Postal address
 |  |
| **Other Matters**

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| * The persons to whom membership is open……………………………………………
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| * The rates of entrance and subscription fee (if any) for membership………………………………………………………
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| * The method of suspension or expulsion of members…………………………………………………..
* Committees, proposed committees (if any) (include brief explanation)……………………………………………………
* Meetings
* The frequency ……………………….
* quorum for meetings……………………..
* dates for general meetings……………………..
* The custody and investment of the **funds** and property of the society, and the designation of the persons responsible……………………………………………
* **Purposes for which the funds** may be used …………………………………………………………

**……………………………………………………………………****…………………………………………………………………………****……………………………………………………………………….****………………………………………………………………………..** |

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| **Payments** **PAYMENTS CAN BE DONE IN 2 INSTALMENTS. WE REQUIRE THAT AT LEAST HALF OF THE PAYMENTS ARE DONE BEFORE THE REGISTRATION**How do you prefer to pay?* Bank Cheque
* Electronic Transfer
* MPESA
 |   |
| Any other comments |  |

**Client Details**

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Mobile phone Number |  |