

The Registry of Friendly Societies

FRIENDLY SOCIETIES ACTS, 1896 TO 2021

FORM A.R. 3

ANNUAL RETURN PRESCRIBED BY THE REGISTRAR OF FRIENDLY SOCIETIES FOR A REGISTERED BRANCH OF A REGISTERED FRIENDLY SOCIETY UNDER THE ABOVE ACTS FOR THE YEAR ENDED 31 DECEMBER 20__

This Return is to be sent to the Registrar as soon as possible after 31 December 20__, and in any event not later than 31 May 20__. It should be accompanied by:

- (1) A copy of the Audited Accounts
- (2) A copy of the Auditor's Special Report (if any)
- (3) The appropriate filing fee

PLEASE COMPLETE IN BLOCK CAPITALS IN BLUE OR BLACK INK

Name of Society:

Registered Number:

Registered Office:

Telephone No.: Fax No.:

e-mail Address: Website Address:

RETURN AS TO MEMBERS	YEAR TO WHICH RETURN REFERS ()*	FIGURES FROM PREVIOUS YEAR'S RETURN ()*
Number of members at beginning of year		
Number of members admitted during year		
Number of members whose membership ceased during year		
Number of members at end of year		

FOR OFFICE USE ONLY	
RECEIVED: <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	FILED: <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

* Insert year

DECLARATION

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:..... Block Capitals:.....

Treasurer: Block Capitals:.....

Trustee: Block Capitals:.....

Date: / /

[all signatures must be in blue or black ink]

BALANCE SHEET AS AT 31 DECEMBER 20 ____

	YEAR TO WHICH RETURN REFERS ()* €	FIGURES FROM PREVIOUS YEAR'S RETURN ()* €
ASSETS		
TANGIBLE FIXED ASSETS		
INVESTMENTS, BANK AND CASH		
STOCK		
DEBTORS AND PREPAYMENTS		
OTHER ASSETS		
TOTAL ASSETS		
LIABILITIES		
MANAGEMENT FUND		
BENEFIT FUND		
OTHER FUNDS		
RESERVES		
BANK AND OTHER LOANS		
BANK OVERDRAFT		
CREDITORS AND ACCRUALS		
OTHER LIABILITIES		
TOTAL LIABILITIES		

* Insert year

ACCOUNTANT'S REPORT⁽¹⁾

In my opinion the information in the balance sheet as at 31 December 20____ on page 4 of this Return and in the income and expenditure account for the period ended 31 December 20____ on page 5 is in agreement with the books and records of the Society and is consistent with the Audited Accounts.

Name:

Address:

Telephone No.: Fax No.:

I am a member of:
(State which body of Accountants you are a member of)

Membership Number:

I hold a valid Practising Certificate Yes No (tick as appropriate)

SIGNATURE ⁽⁴⁾ **BLOCK CAPITALS**

DATED: / /

NOTES:

(1) The Reporting Accountant **must** be the Auditor of the Society.

(2) Where the Reporting Accountant:

(a) is unable to form an opinion as to whether pages 4 and 5 of this Return are in agreement with the books and records of the Society and are consistent with the Audited Accounts, or

(b) is unable to give an unqualified opinion on the information contained in this Annual Return he/she should prepare a Special Report to be enclosed with this Annual Return.

(3) Is a Special Report referred to at note (2) above attached? Yes No

(4) All signatures must be in blue or black ink.

Every Society is supplied with two copies of the Annual Return Form. Additional copies may be obtained from the Registry of Friendly Societies at the Address below.

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:

**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**