



EDO STATE

**MINISTRY OF BUSINESS, TRADE AND COOPERATIVES
7th FLOOR, BLOCK C, BEHIND SECRETARIAT BUILDING, SAPELE ROAD,
BENIN CITY.**

DEPARTMENT OF COOPERATIVES

REGISTRATION OF COOPERATIVES

(Cap C16, Vol. 2 Sections 3-9 laws of Edo State)

Your application to the Director of Cooperatives datedmonth.....20- - - referenced (section 6). Kindly provide the required information with respect to your application for registration.

1. Name of the Society
.....
2. Address of the Society
.....
3. LGA of activities
.....
4. GSM and e-mail of contact person(s)
 - i
 - ii
 - iii
5. Purpose of registration / object clause (Economic interest: section 4)
 - i
 - ii
 - iii
6. Nature of registration sought, viz: (i) Limited liability; (ii) without limited liability
7. If 6(i) above, attach evidence of share capital or contribution by each member.
8. Indicate dates of meetings where decision for formation was taken (Attach minutes of two meetings) (i).....20- -- (ii).....20 - -

9. State names, signature of at least 10 members or persons that are involve in the formation of the society.

S/N	NAME	POSITION	SIGNATURE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

10. Names of Trustees:

S/N	NAME	POSITION	SIGNATURE
1			
2			
3			
4			

11. Does the Society have bye- laws already? Yes/ No
(If Yes, attach three copies

OFFICIAL USE ONLY

12. I wish to report that this society seeking registration has fulfilled necessary conditions
- i Name of Registration office.....
 - ii Rank
 - iii Date

13. Based on '12' above, I hereby recommend the registration of :
(Society) _____ for registration
as a limited / Non limited liability Cooperatives society this ____day of _____20- -

Name..... Rank.....Sign.....

14. Satisfied with the recommendation above, I hereby approve the registration of above named cooperatives society in accordance with the Cooperatives Societies Law (CAP C.16 Laws of Edo State)

Director of Cooperatives

Dated, 20.....

REGISTRATION OF COOPERATIVE SOCIETY

- **WRITE AN APPLICATION LETTER ADDRESS TO;**
THE DIRECTOR OF COOPERATIVES,
MINISTRY OF INDUSTRY, TRADE AND COOPERATIVES.
7TH FLOOR, BLOCK C, SECRETARIAT COMPLEX,
SAPELE ROAD.

 - **MEMBERS SHOULD NOT BE LESS THAN TEN.**

 - **MINUTES OF MEETING**
[THAT INDICATE WHERE AND WHEN MEMBERS AGREED TO REGISTER
AS COOPERATIVE]

 - **TWO PASSPORT PHOTOGRAPH EACH OF EXECUTIVE MEMBERS**
[WRITE THE POSITION OF THE EXECUTIVE BEHIND THE PASSPORT]

 - **LIST OF NAMES, POSITION, PHONE NUMBERS AND ADDRESSES OF
MEMBERS.**

 - **VERIFICATION BY REGISTRARS [COMPULSORY]**

 - **PAYMENT OF REGISTRATION FEE OF ₦20, 000 (PAY DIRECT)INTO
EDO STATE IGR ACCOUNT**
FIRST BANK: 2006459257
OR
ZENITH BANK: 1130004993

 - **PAYMENT FEE OF ₦5, 000 TO MINISTRY'S ACCOUNT**
ACCOUNT NAME: MINISTRY OF WEALTH CREATION
STERLING BANK: 0068700233
- PLEASE BRING TELLERS/ PRINTOUTS AND PHOTOCOPIES TO THE
OFFICE.
- PURCHASE SET OF BOOKS FOR RECORDS/ACCOUNT KEEPING
 - PURCHASE OF BYE-LAW
 - **INUAGURATION BY DIRECTOR [COMPULSORY].**