

CHAPTER 318
THE TRUSTEES' INCORPORATION ACT
[SUBSIDIARY LEGISLATION]
INDEX TO SUBSIDIARY LEGISLATION

RULES

The Trustees' Incorporation Rules

RULES
THE TRUSTEES' INCORPORATION RULES
(Section 31(2))

G.Ns. Nos.
165 of 1956
112 of 1992
118 of 1996
242 of 1997
246 of 2000

1. Citation

These Rules may be cited as the Trustees' Incorporation Rules, 1956.

2. Forms

The forms in the First Schedule hereto shall be used in all matters to which they refer, or are capable of being applied or adapted, with such alterations and additions, if any, as are necessary or desired and the Administrator-General allows.

3. Documents for which no form is prescribed

Documents for which no form is provided or to which the prescribed forms cannot conveniently be adapted, shall be in such form as the Administrator-General shall direct or allow, the prescribed forms being followed as nearly as the circumstances permit.

4. Documents to be in English

(1) All applications, returns and notifications shall be clearly and legibly written, printed or typewritten in the English language.

(2) Where any copy of the constitution and rules of a body or association or of any trust instrument or declaration of trust, required to be annexed to an application for incorporation, is in any language other than English, there shall be furnished therewith a verified translation of the same in English.

5. Signature of documents

(1) Every application for incorporation shall be signed by the trustee or by two or more of the trustees, as the case may be.

(2) Any other application and every return and notification shall be signed by the trustee or by at least two trustees, as the case may be.

6. Verification of copies and translations

A copy or translation of any document may be verified by the trustee or one of the trustees, as the case may be, or by an advocate or notary public, or such other person as the Administrator-General may approve, certifying the same to be a true copy or translation of the original.

7. Fees

The fees set out in the third column of the Second Schedule hereto shall be charged for the several matters set out in the second column of that Schedule.

FIRST SCHEDULE
FORMS
FORM T.I. 1

APPLICATION FOR INCORPORATION
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

I/WE

(Insert full names, residences and postal addresses of trustees)

HEREBY APPLY for incorporation as a body corporate, and I/WE solemnly and sincerely
DECLARE as follows—

1. The proposed title of the body corporate is:
2. The postal address of the proposed body corporate will be:

.....

3. We are ordinarily resident in Tanzania:

.....

(Substitute "The following of us are ordinarily resident in Tanzania": where appropriate.)

4. The trusts to which we are subject are those contained in:

.....

(Refer to constitution and rules or trust instrument or declaration of trust)

5. The number of trustees may not be less than nor more than:

6. Persons cease to be trustees in the following circumstances:

.....

7. New trustees may be appointed by:

.....

8. The proposed device of the common seal is:

.....

9. The common seal will only be affixed to documents in the presence of:

.....

10. The following lands will vest in the proposed body corporate if and when incorporated:

.....

11. Annexed to this application are verified copies of the following documents.

.....

(Copies of any constitution and rules and of any trust instrument and declaration of trust must be annexed.)

and I/we make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Statutory Declarations Act ¹*

DECLARED at

this day of 20.....

before me

.....
Signature of Administrator-General

.....
Qualification

.....
Signature(s) of Applicant(s)

FORM T.I. 2
APPLICATION FOR APPROVAL OF A CHANGE OF NAME OF A BODY CORPORATE

THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

Application is hereby made for approval of the proposed change of the name of the body corporate now known as to

Dated this day of 20.....

.....
Signature(s)

FORM T.I. 3
NOTIFICATION OF A CHANGE OF NAME
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

Notice is hereby given that the body corporate formerly known as has, on the day of changed its name to

Dated this day of 20.....

.....
Signature(s)

FORM T.I. 4
NOTIFICATION OF A CHANGE OF OR CONCERNING THE TRUSTEES
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

Notice is hereby given that following change of or concerning the trustees constituting the body corporate known as (Name of body corporate) occurred on the day of-
(Specify change)

2. The following are the present trustees-

.....
.....
.....

(Give full names of all trustees at date of notice)

3. The trustees are ordinarily resident in Tanzania.

.....
.....
.....

(Substitute "The following trustees are ordinarily resident in Tanzania": where appropriate.)

Dated this day of 20.....

.....
Signature(s)

FORM T.I. 5
RETURN OF TRUSTEES
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

The following are trustees of the body corporate known as
..... (Name of body corporate)

<i>Name</i>	<i>Residence</i>	<i>Postal Address</i>
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Dated this day of 20.....

Signature(s)

FORM T.I. 6
NOTIFICATION OF CHANGE OF POSTAL ADDRESS
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

Notice is hereby given that the postal address of the body corporate known as

..... (Name of body corporate) has, as from the day of been changed to

Dated this day of 20.....

Signature(s)

FORM T.I. 7
NOTIFICATION OF CHANGE OF TRUST
THE TRUSTEES' INCORPORATION ACT (CAP. 318)
(Rule 2)

Notice is hereby given by (Name of body corporate) that the powers and duties of the trustees thereof, or their appointment and tenure of office, or the trusts to which they are subject, have been changed, as follows-

Date of Change
Form of Change

(Give details of resolutions, deed, order, etc., by which change was effected.)
Effect of Change

(Give full particulars of new provisions.)

Dated this day of 20.....

Signature(s)

SECOND SCHEDULE
FEEs

<i>Item No.</i>	<i>Shs.</i>
1. Application for Incorporation	100,000/-
2. Notification of any change of trust	20,000/-
3. Return of notification delivered to the Registrar-General	10,000/-
4. Certificate copy of any document in the Custody of the Registrar or any extra therefrom	3,000/-
5. Application to inspect any application, certificate or other document	5,000/-
6. Application for consent to acquire any one parcel of land or other	

7. Application made at the same time to acquire more than one parcel of property	20,000/-
land for each additional parcel	15,000/-
8. For certifying any document or extract therefrom	3,000/-
9. For issue of duplicate certificate or any registration	5,000/-

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