



Office of the Registrar General

Non-Profit Organisations

- Unincorporated Organisations
- Organisations formed by Act of Parliament
- Non-Profit Companies

New

Obligations



Changes to the

Non-Profit Organisations Act, 2019

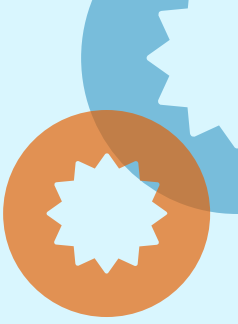
Amendments to the Non-Profit
Organisations Act (NPO Act)

came into force on

14th October 2024

to clarify certain requirements
and introduce new obligations.

New information required at the time of registration



Founders of the NPO

The person(s) that initiated the creation of the NPO.



Members of the NPO

The person(s) involved in the operations and functioning of the NPO.



Beneficiaries or Class of Beneficiaries

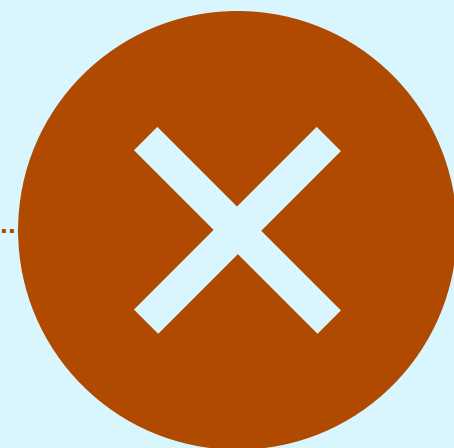
The person(s) or group(s) of persons that are the focus of the assistance, help and/or other good works of the NPO.





5 Year Renewal of Registration

NPOs are no longer required to apply for renewal of their registration



Submission of an Annual Return

All NPOs are now required to submit an Annual Return





Filing an Annual Return, under the Non-Profit Organisations Act, 2019


All NPOs are now obligated to file a Form 6 -
Annual Return.



Non-Profit Companies

Time for filing:

Within 30 days of the company's anniversary date
of incorporation/continuance under the Companies
Act.

- ▶ The NPO annual return is due at the same time
as the filing of your Form 29 - Annual Return of
a Non-Profit Company.
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Filing an Annual Return, under the Non-Profit Organisations Act, 2019

All NPOs are now obligated to file a Form 6 -
Annual Return.



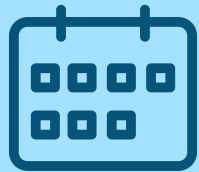
Unincorporated & Act of Parliament NPOs

Time for filing:

Within 30 days of the anniversary date of
the NPO's registration under the NPO Act.
That is, the date shown on your certificate
of registration issued under the NPO Act.



Filing an Annual Return, under the Non-Profit Organisations Act, 2019



Obligation to File

The annual return is only required to be filed upon the **next** anniversary date of the NPO, **after** 14th October 2024.

That is, the annual return is now due for those NPOs which have an anniversary date between October to January.

NPOs with anniversary dates between February to October will be due to file their annual return in 2025.

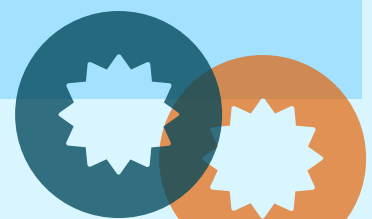
Filing Fee

\$40.00



Filing Process

In person
filing



Sanctions

Failure to file Annual Returns

The controller commits an offence and is liable on summary conviction to a fine of \$10,000 & imprisonment for 3 years, and a further fine of \$300/day the annual return is outstanding


Failure to file any document

The Registrar is entitled to suspend the registration of the NPO in the first instance.
Then, if the default is not remedied, the NPO's registration will be cancelled.




Simultaneous Incorporation & Registration

When seeking to incorporate a non-profit company, applicants are now required to also submit their Application for Registration.



The incorporation & registration documents will be processed and the certificates of incorporation & registration will be delivered together.



Non-Profit Companies now required to pay prescribed fee for the issuance of a certificate of registration



Any non-profit company applying to be registered under the NPO Act after 14th October 2024 will be required to pay \$40.00.

Certificate of Change of Particulars



Where the approval is granted for the change of name of the NPO or where an unincorporated NPO undergoes a change of status to become incorporated, a new certificate will be issued in recognition of same.

Certificate Fee \$40.00



Office of the Registrar General

**For more
information &
updates, visit the
Companies
Registry Website**

legalaffairs.gov.tt