**The Ceylon Chamber of Commerce**

**The premier forum for business**

**SCHEDULE**

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**-------------------------------- APPLICATION TO BE RECOGNIZED AS AN APPROVED ASSOCIATION ---------------------**

The Secretary General/CEO

The Ceylon Chamber of Commerce

No. 50, Navam Mawatha, Colombo 02.

We hereby submit an application to be recognized as an “Approved Association” of the Ceylon Chamber of Commerce in terms of Rule 17 of the Chamber Rules.

We hereby confirm that we are eligible to be recognized as an “Approved Association” and possess the mandatory requirements set out in the **Schedule** to this Application and are agreeable to pay the subscription fee of Rs. 30,000/= + applicable taxes, per annum.

**APPLICANT INFORMATION**

1. Name of Applicant entity: ……………………………………………………………………………………………………………………
2. Address : ………………………………………………………………………………………………………………………………

 ………………………………………………………………………………………………………………………………

1. Contact information
2. Land line telephone/s : ……………………………………………………………………………………………..……………………..
3. E-mail address : ……………………………………………………………………………………………..……………………..
4. Mobile No. of CEO : ……………………………………………………………………………………………..……………………..
5. Website URL : ……………………………………………………………………………………………..……………………..
6. Proof of eligibility:
	1. How is the Applicant Association constituted?
7. Company incorporated under the Companies Act No. 7 of 2007?
8. Established in terms of a Constitution?
9. Established in terms of other instrument (please specify)?

(Please attach a copy of the Articles or Constitution or other document)

1. Are the members persons who are engaged in a trade or industry? Yes/No
2. Please state the trade or industry: …………………………………………………………………………………………………..

8. Particulars of Office Bearers:

|  |  |  |  |
| --- | --- | --- | --- |
| **Designation** | **Name** | **E-mail** | **Mobile** |
| Chairman |  |  |  |
| Secretary |  |  |  |
| Treasurer |  |  |  |
| Other (please state position) |  |  |  |

9. Particulars of the Chief Executive:

|  |  |  |  |
| --- | --- | --- | --- |
| **Designation** | **Name** | **E-mail** | **Mobile** |
|  |  |  |  |

10. Number of members:

 *(Please attach a list of members and their Company name and designation)*

11. Bankers : ……………………………………………………………………………………………………………………………………………..

12. Auditors : ……………………………………………………………………………………………………………………………………………..

(Please attach audited statement of Accounts for the immediately preceding year)

13. Is the Applicant Association a member of any other Chamber? Yes No

 If “Yes” please name the Chamber: ……………………………………………………………………………………………………………

14. Is the Applicant Association involved in any trade disputes? Yes No

If “Yes” please specify –

1. the nature of the dispute: (Please use a separate sheet to provide details)
2. whether litigation/Arbitration or other dispute resolution process is pending? Yes No

15. The following documents are attached –

1. Company Incorporation certificate/Constitution/Other [Item 4]
2. List of Members of the Applicant entity [Item 10]
3. Audited Statement of Accounts for the immediately preceding year [Item 12]
4. Details of dispute, if relevant [Item 14]

I hereby confirm that the aforesaid information is accurate and that I am authorised by the Applicant entity to sign and submit this Application.

Signature: ………………………………………………………………….

Name and designation of signatory:

: …………………………………………………………………………………...

: …………………………………………………………………………………...

Date:

 *DD MM YYYY*

**SCHEDULE**

**Eligibility to be recognized as an Approved Association**

**RULE 17 OF THE CHAMBER RULES**

17. (i) An Association or other body of persons, properly constituted, consisting of persons who are engaged in trade or industry in Sri Lanka, which in the opinion of the Committee, makes a significant contribution to national economic value and has objects which are not in conflict with or contrary to the objects of the Chamber, is eligible but not entitled, upon application made therefor to the Committee, to be recognized as an Approved Association of the Chamber.

 (ii) The Committee may, if it thinks fit, approve the representation of such Association or other body of persons on the Committee by a member who is eligible in terms of Rule 22, and may at any time, if it thinks fit, withdraw such approval, whereupon such Association or other body, shall not be entitled to representation on the Committee.

 (iii) The representative of an Approved Association so recognized by the Committee shall be entitled to attend meetings of the Committee.

20. The elected members and Past Chairpersons on the Committee shall make rules for the following matters in respect of Approved Associations, Affiliated Chambers and Affiliated Members -

1. admission and registration;
2. rights and privileges;
3. amounts to be levied as entrance fees and Membership fees;
4. resignation, removal and suspension of services.

**The Applicant must fulfill the following criteria to be recognized as an “Approved Association” of the Ceylon Chamber of Commerce -**

1. Should be an Association or other body of persons;
2. Should be properly constituted (ie. by Articles of Association, Constitution or other form)
3. The objects of the entity should not be in conflict with the objects of the Chamber.

*Please refer Section 3 of the Chamber of Commerce Ordinance* for the Objects – https://www.chamber.lk/images/pdf/CCCOrdinance.pdf ;

1. Members of the entity should be persons who are engaged in trade or industry in Sri Lanka;
2. The Trade or industry should be one which makes a significant contribution to the national economy;
3. Fifty percent (50%) of its membership should at all times be members of the Ceylon Chamber of Commerce and that percentage must be maintained in order that recognition as an Approved Association can be continued.