

Annual return of Incorporated Trustees (CAC/IT 04)

Pursuant to Section 848 of the Companies and Allied Matters Act, 2020

CAC/IT 4 INCORPORATED TRUSTEES ANNUAL RETURN



What this form is for
You may use this form to file Annual Return of Incorporated Trustees

What this form is NOT for
You cannot use this form to file merger for Associations

For further information
please refer to our guidance at www.cac.gov.ng

1. Incorporated Trustees details			
Name of Association			
Registration number			
Classification			
2. Registered Office Address			
Number/building name			
Street			
City/Town/village			
Local Government			
Postcode			
State			
3. Annual return details			
Year of Return			
Financial Year Start		Financial Year End	
Gross assets ₦		Net assets ₦	
Sources of income in the year			
Bankers			
Bank and balances as at financial year end			
Trustees benefits during the year			
3. Trustee details			
Surname			
Forename(s)			
Nationality		Date of birth	
Gender		Telephone number	

Identity Number		Identity Type	
Email		Occupation	
Residential Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			
Postal code			
State*			
Service Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			
Postal code			
State*			
Surname			
Forename(s)			
Nationality		Date of birth	
Gender		Telephone number	
Identity Number		Identity Type	
Email		Occupation	
Residential Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			
Postal code			
State*			
Service Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			

Postal code		
State*		

5. Particulars of governing council (executives)

Surname			
Other name(s)		Position held	
Service Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			
Postal code			
State*			
Email		Phone number	

Surname			
Other name(s)		Position held	
Service Address			
Number/Building Name*			
Street*			
City/Town/Village*			
Local Government*			
Postal code			
State*			
Email		Phone number	

6. Certification

We certify that the information given in this form is correct to the best of our knowledge and has been brought to the attention of all the trustees

7. Authentication

Name		This form is authorised by a trustee, secretary or any authorised person of the association.
Description		

Note:

1. If there is insufficient space on the form to provide any information required, please attach a separate sheet containing the information set out in the prescribed form.
2. This return should be accompanied by Audited Account of the Association for the year in which the return is made.
3. Annual Returns for incorporated trustees should be filed between 30th June and 31st December for the preceding financial year.

Presented for filing by:

Name			
Address	Number /Building name:		
	Street		
	City		
	Local Government (where applicable)		
	State		
	Country		
Phone Number			
Email		Accreditation Number (where applicable)	
Signature		Date	

NOTE:

Companies and Allied Matters Act, 2020 Section 862.

- 1) Subject to the provisions of subsections (2) and (3), if any person in any return, report, certificate, balance sheet, or other document required by, or for the purpose of any of the provisions of this Act, wilfully makes a statement which is false in any material particular knowing it to be false, he commits an offence and is liable -
 - (a) on conviction to imprisonment for a term of two years; and
 - (b) in the case of a company, to fine as the Court deems fit for every day the default continues.
- 2) A company which makes a statement in its annual returns which is false in any material particular shall in respect of each year of any such returns be liable to a penalty prescribed in the Commission's regulations if it is a small company or in any other case.
- 3) Nothing in this section shall affect the provisions of any enactment imposing penalties in respect of perjury in force in Nigeria.