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| **LRA Form 6.1**    **Section 96(1)**  **Labour Relations Act, 1995** | **APPLICATION FOR REGISTRATION OF A TRADE UNION** |  |
| **READ THIS FIRST**  **WHAT IS THE PURPOSE OF THIS FORM?**  This form is an application by a trade union for registration with the Department of Labour.  **WHO FILLS IN THIS FORM?**  The Secretary of the trade union.  **WHERE DOES THIS**  **FORM GO?**  The Registrar of Labour Relations, Department of Labour, Private Bag X117, Pretoria 0001  Fax: 012-309-4156  E-mail: [registrar.labourrelations@labour.gov.za](mailto:registrar.labourrelations@labour.gov.za)  **OTHER INSTRUCTIONS**  One completed copy of this form and two copies of the union’s constitution must be sent to the Registrar of Labour Relations.  Each copy of the constitution must be signed by the Secretary and President / Chairman as being true copies.  The applicant must be a genuine trade union. See published Ministerial Guidelines obtainable from the Department or at [www.labour.gov.za](http://www.labour.gov.za)  A resolution by members to form a trade union. | **TRADE UNION DETAILS**   1. Full Name and Acronym of the Trade Union   ……………………………………………………………………………………………………  …………………………………………………………………………………………………...   1. The Position, Full Name and Surname, ID numbers, Work (company) addresses & Work (company) contact numbers of the union’s office bearers and officials are: -  |  |  |  |  | | --- | --- | --- | --- | | **Position** | **Name & Surname** | **ID Number** | **Company Address & Contact No** | | **Office Bearers** | | | | | President / Chairperson |  |  |  | | Vice President / Vice Chairperson |  |  |  | | Treasurer |  |  |  | | Additional Members |  |  |  | | **Officials (union employees)** | | | | | General Secretary |  |  |  | | Deputy General Secretary |  |  |  |  1. We have ……………..……… members of which …………….…..…….. are paid-up members. 2. Union Physical Address: ………………………………..……………………………………   …………………………………………………………………..………..……………………..  Union Postal Address: …………………………………..……………………………………  ……………………………………………………………………………..……………………  Tel: ………………………….………..…. Fax:…………………………….…….………  E-mail address: ……………………………….……………………………………………… | |

**--- please turn over →**

*LRA Form 6.1*

*Registration of a Trade Union*

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1. Date of formation of Trade Union: …………………………………………………………………………………………………….
2. Indicate the number of members in each Industry / Sector/s………………………………………………………………………

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Signature of the General Secretary: …………………………………………………………………………………………………

Full Name & Surname: ………………………………………………………………………………………………………………..

Date: ……………………………………………………………………………………………………………………………………..

**CHECK!**

* **Have you prepared and signed a copy of this form?**
* **Have you prepared two signed copies of the trade union’s constitution?**
* **Have you attached copies of the resolution?**

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**DEPARTMENT OF LABOUR DETAILS**

I, ……………………………………………………………………….. am satisfied that the information is substantially *(name of official)*

correct. The application was lodged with the Department of Labour on ………………………………………………

*(date)*

Signature: ……………………………………………………………………

Date: …………………………………………………………………………

Place: …………………………………………………………………….….