



Department of Social Development

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Republic of South Africa

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Pretoria

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Republiek van Suid-Afrika

Reference number:

Enquiries: NPO Directorate

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CONSTITUTION

HOUSE OF PRAYER FOR ALL NATIONS

1. Name

1.1 The organization hereby constituted will be called “**House of Prayer for All Nations**” (Isaiah 56v7)

1.2 Its shortened name will be **HOPFAN** (hereinafter referred to as the organization).

1.3 Body corporate

The organization shall:

- Exist, separately from its members.
- Continue to exist even when its membership changes and there are different office bearers.
- Be able to own property and other possessions.
- Be able to sue and be sued in its own name.

2. Objectives

The organization's main objectives are to be a House of Prayer for All Nations Ministries on earth that is reaching the lost, discipling the saved, and training the next generation of **LEADERS** to advance and develop a better spiritual character, and we can begin to rebuild a stronger community in the Kingdom of God on the Earth.

Mission Statement Vision

1. The Great Commission go and make disciples of all nations, baptizing them in the name of the father, son and Holy Spirit (Matthew 28v19)
 2. Preaching the word in season (2 Timothy 4v4)
 3. Looking after the orphans and widows in distress orphan homes (James 1v27)
 4. Equipping Leaders for the work of ministry (Ephesians 4v12)
 5. Evangelizing - winning souls for Christ (2 Timothy 4v4)
 6. Teaching the word of God (Matthew 29v20)
 7. Feed the poor - soup kitchen (James 1v27)
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Secondary Objectives

1. To provide drug rehabilitation and social youth skills development programmes
2. To provide woman empowerment, rape, drug abuse programs, trafficking awareness, reaching out to the abandoned and abused women
3. To equip young learners with Skills development and Entrepreneurship training to influence their mindset entrepreneurially in our communities in collaboration with organizations that mainly deal with schools, health transformation and education.
4. To provide art, music, drama and dance into core subjects helps young children learn better across the curriculum and it engages with the creative side of the brain and provide an ideal balance in students to promote self-esteem and critical thinking.

3. Income and property

- 3.1 The organization will keep a record of everything it owns.
- 3.2 The organization may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organization. The payment must be a reasonable amount for the work that has been done.
- 3.3 A member of the organization can only get money back from the organization for expenses that she or he has paid for or on behalf of the organization.
- 3.4 Members or office bearers of the organization do not have rights over things that belong to the organization.

4. Membership and General Meetings

- 4.1 If a person wants to become a member of the organization, she or he will have to ask the organization's management committee. The management committee has the right to say no.
- 4.2 Members of the organization must attend its annual general meetings. At the annual general meeting members exercise their right to determine the policy of the organization.

5. Management

- 5.1 A management committee will manage the organization. The management committee will be made up of not less than e.g. 3 members. They are the office bearers of the organization.
- 5.2 Office bearers will serve for one year, but they can stand for re-election for another term in office after that. Depending on what kind of services they give to the organization, they can stand for reelection into office again and again. This is so long as their services are needed, and they are ready to give their services.
- 5.3 If a member of the management committee does not attend three management committee meetings in a row, without having applied for and obtaining leave of absence from the management committee, then the management committee will find a new member to take that person's place.
- 5.4 The management committee will meet at least once a month. More than half of members need to be at the meeting to make decisions that can be carried forward. This constitutes a quorum.

5.5 Minutes will be taken at every meeting to record the management committee's decisions. The minutes of each meeting will be given to management committee members at least two weeks before the next meeting. The minutes shall be confirmed as a true record of proceedings, by the next meeting of the management committee, and shall thereafter be signed by the chairperson.

5.6 The organization has the right to form sub-committees. The decisions that sub-committees take must be given to the management committee. The management committee must decide whether to agree to them or not at its next meeting. This meeting should take place soon after the sub-committee's meeting. By agreeing to decisions, the management committee ratifies them.

5.7 All members of the organization must abide by decisions that are taken by the management committee.

6. Powers of the organization

The management committee may take on the power and authority that it believes it needs to be able to achieve the objectives that are stated in point number 2 of this constitution. Its activities must abide by the law.

6.1 The management committee has the power and authority to raise funds or to invite and receive contributions.

6.2 The management committee does, however, have the power to buy, hire or exchange for any property that it needs to achieve its objectives.

6.3 The management committee has the right to make by-laws for proper management, including procedure for application, approval and termination of membership.

6.4 Organizations will decide on the powers and functions of office bearers.

7. Meetings and procedures of the committee

7.1 The management committee must hold at least two ordinary meetings each year.

7.2 The chairperson, or two members of the committee, can call a special meeting if they want to. But they must let the other management committee members know the date of the proposed meeting not less than 21 days before it is due to take place. They must also tell the other members of the committee which issues will be discussed at the meeting. If, however, one of the matters to be discussed is to appoint a new management committee member, then those calling the meeting must give the other committee members not less than 30 days' notice.

7.3 The chairperson shall act as the chairperson of the management committee. If the chairperson does not attend a meeting, then members of the committee who are present choose which one of them will chair that meeting. This must be done before the meeting starts.

7.4 There shall be a quorum whenever such a meeting is held.

7.5 When necessary, the management committee will vote on issues. If the votes are equal on an issue, then the chairperson has either a second or a deciding vote.

7.6 Minutes of all meetings must be kept safely and always be on hand for members to consult.

7.7 If the management committee thinks it is necessary, then it can decide to set up one or more subcommittees. It may decide to do this to get some work done quickly. Or it may want a subcommittee to do an inquiry, for example. There must be at least three people on a sub-committee. The sub-committee must report back to the management committee on its activities. It should do this regularly.

8. Annual general meetings

The annual general meeting must be held once every year, towards the end of the organization's financial year.

The organization should deal with the following business, amongst others, at its annual general meeting:

- Agree to the items to be discussed on the agenda.
- Write down who is there and who has sent apologies because they cannot attend.
- Read and confirm the previous meeting's minutes with matters arising.
- Chairperson's report.
- Treasurer's report.
- Changes to the constitution that members may want to make.
- Elect new office bearers.
- General.
- Close the meeting.

9. Finance

9.1 An accounting officer shall be appointed at the annual general meeting. His or her duty is to audit and check on the finances of the organization.

9.2 The treasurer's job is to control the day to day finances of the organization. The treasurer shall arrange for all funds to be put into a bank account in the name of the organization. The treasurer must also keep proper records of all the finances.

9.3 Whenever funds are taken out of the bank account, the chairperson and at least two other members of the organization must sign the withdrawal or cheque.

9.4 The financial year of the organization ends on e.g. **31 March 2020 (please cover a full 12 months period)**.

9.5 The organization's accounting records and reports must be ready and handed to the Director of Nonprofit Organizations within six months after the financial year end.

9.6 If the organization has funds that can be invested, the funds may only be invested with registered financial institutions. These institutions are listed in Section 1 of the Financial Institutions (Investment of Funds) Act, 1984. Or the organization can get securities that are listed on a licensed stock exchange as set out in the Stock Exchange Control Act, 1985. The organization can go to different banks to seek advice on the best way to look after its funds.

10. Changes to the constitution

10.1 The constitution can be changed by a resolution. The resolution must

10. Changes to the constitution

10.1 The constitution can be changed by a resolution. The resolution must be agreed upon and passed by not less than two thirds of the members who are at the annual general meeting or special general meeting.

Members must vote at this meeting to change the constitution.

10.2 Two thirds of the members shall be present at a meeting ("the quorum") before a decision to change the constitution is taken. Any annual general meeting may vote upon such a notion, if the details of the changes are set out in the notice referred to in 7.3

10.3 A written notice must go out not less than fourteen (14) days before the meeting at which the changes to the constitution are going to be proposed. The notice must indicate the proposed changes to the constitution that will be discussed at the meeting.

10.4 No amendments may be made which would have the effect of making the organization cease to exist.

11. Dissolution/Winding-up

11.1 The organization may close if at least two-thirds of the members present and voting at a meeting convened for the purpose of considering such matter, are in favor of closing.

11.2 When the organization closes it must pay off all its debts. After doing this, if there is property or money left over it should not be paid or given to members of the organization. It should be given in some way to another nonprofit organization that has similar objectives. The organization's general meeting can decide what organization this should be.

This constitution was approved and accepted by members of

HOUSE OF PRAYER FOR ALL NATIONS

At a special (general) meeting held on 25th October 2019

Day/Month/Year



Chairperson



Secretary



Surname
DELIGHT
Names
SHARON JULIA
Sex
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Nationality
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Identity Number
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Date of Birth
27 JAN 1968
Country of Birth
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Status
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Signature _____

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S.A. BURGER/S.A. CITIZEN

VAN/SURNAMME

DAVIDS

VOORNAAM/FORENAME

LYNETTE SHIRLEY

GEREGISTREERDE OF -LAND/
SUBJECT OF COUNTRY OF BIRTH

SOUTH AFRICA

PERSONENTYD/
DATE OF BIRTH

1962-10-15

DATE OF BIRTH

1999-05-28

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DINASTIESE OORSAK
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DIRECTOR GENERAL,
HOME AFFAIRS



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NOTICE OF CHANGE OF ADDRESS

- Keep the NOTICE OF CHANGE OF ADDRESS form in this pocket to report a change of address or a change in particular of your present address e.g. name of street and/or street number etc.
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I.D. No. 610102 0148 086



S.A. CITIZEN

SURNAME
LAGORIE

FORENAMES
SHARON JOAN

COUNTRY OF BIRTH
SOUTH AFRICA

DATE OF BIRTH
1988-01-02

DATE ISSUED
2014-08-12



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THE DIRECTOR-GENERAL
HOME AFFAIRS

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