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GOVERNMENT GAZETTE

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[1955

MELBOURNE AND METROPOLITAN BOARD OF WORKS.

REGULATIONS RELATING TO INSCRIBED STOCK AND DEBENTURES.

THE Melbourne and Metropolitan Board of Works (hereinafter called "the Board"), pursuant to and in exercise and execution of the powers and authorities conferred on it by the Melbourne and Metropolitan Board of Works Acts (hereinafter shortly referred to as "the Act"), and pursuant to and in exercise and execution of any other powers and authorities in any wise enabling it in that behalf, doth hereby make and prescribe the following Regulations, that is to say:—

PART I.—PRELIMINARY.

1. The Regulations relating to the issue of Inscribed Stock made and passed by the Melbourne and Metropolitan Board of Works and to which the common seal of the Board was affixed the twenty-fourth day of February, One thousand nine hundred and twenty, and which were approved by the Governor in Council on the thirtieth day of March, One thousand nine hundred and twenty, are hereby revoked as from the date of the coming into operation of these Regulations. Such repeal shall not affect anything done any rights privileges or powers acquired or any liabilities or forfeitures incurred under the said Regulations before the date of coming into operation of these Regulations. Repeal.

2. These Regulations may be cited as the Melbourne and Metropolitan Board of Works Inscribed Stock Regulations. Citation.

3. These Regulations are divided into Parts and Divisions as follows:— Division.

Part I.—Preliminary.

Part II.—Provisions relating to Stock.

Division 1.—General Provisions.

Division 2.—Purchase of Stock.

Division 3.—Transfers and Transmissions of Stock.

Division 4.—Payment of Interest and Repayment of Principal.

Part III.—Provisions relating to Debentures.

Part IV.—Miscellaneous.

Inter-  
pretation.

4. In these Regulations, unless there be something in the subject matter or context inconsistent therewith—

“The Board” means the Melbourne and Metropolitan Board of Works.

“The Registrar” means the Treasurer or other officer for the time being appointed by the Board.

“The office” means the offices of the Board, at Melbourne.

“The Chairman” means the Chairman for the time being of the Board.

“Stock” means Inscribed Stock created or issued by the Board under the provisions of the Melbourne and Metropolitan Board of Works Acts.

“Stock Ledger” means the ledger or ledgers of the Board in which the stock held is recorded or inscribed.

“Stock Holder” means the person or persons whose name or names is or are inscribed in the stock ledger of the Board in respect of any stock.

“Schedule” means the Schedule to these Regulations.

“Debentures” means debentures created or issued by the Board under the provisions of the Melbourne and Metropolitan Board of Works Acts.

“Registry” means the Registry of the Board for the inscription of stock.

“The Act” means the Melbourne and Metropolitan Board of Works Acts.

“Debenture Register” means the book or books of the Board in which the debentures issued are recorded.

Words importing the singular shall include the plural and vice versa.

Words importing the masculine shall include the feminine.

Forms.

5. In these Regulations any reference to a Form shall be read as a reference to a Form in the Schedule to these Regulations.

Where these Regulations require the use of any Form, any Form to the like effect approved by the Registrar may be used.

## PART II.—PROVISIONS RELATING TO STOCK.

### DIVISION 1.—GENERAL PROVISIONS.

Issue of  
Stock.

6. (a) The Board may issue Inscribed Stock to the extent that Parliament has given or may give authority to borrow.

(b) Subject to these Regulations—

(i) Stock may be issued in such amounts and manner and on such terms and conditions as the Board may from time to time direct.

(ii) Stock shall be redeemable at par on or after a date to be determined by the Board prior to the issue thereof.

Security  
therefor.

7. The principal money secured by any such Stock and the interest thereon shall—

(a) be charged and secured upon the Metropolitan General Fund and upon all rates which the Board is authorized to make, and

(b) be made payable in London or in Melbourne at the discretion of the Board.

Registries.

8. (a) The Board may—

(i) establish Registries for the inscription of Stock within the Commonwealth,

(ii) establish such Registries for the inscription of Stock in London,

(iii) appoint such Registrars of Stock and Deputy Registrars of Stock,

as it deems necessary.

(b) Unless otherwise determined by the Board the Registry in Melbourne shall be open for transaction of business on Monday, Tuesday, Wednesday, Thursday and Friday in each week from 10 a.m. to 3 p.m. except when any such day be a public holiday.

9. (a) Stock may be inscribed in the names of one or more persons not exceeding four in number provided that any document in relation to a joint holding shall set out the full names of the holders in the order in which they are inscribed or are to be inscribed in the stock ledger.

Inscription of  
Stock in  
Names of  
Persons.

(b) More than one account may be opened in the same name or names provided that each account is designated in a manner approved by the Registrar.

10. (a) Stock may be inscribed in the name of a body corporate but the Registrar must first be furnished with—

Inscription of  
Stock in  
Name of  
Bodies  
Corporate.

- (i) a copy of the certificate of incorporation, or, if the body corporate is specifically established by any law or by any Royal Charter or similar instrument, a copy of that law, Royal Charter or instrument;
- (ii) a specimen of the seal of the body corporate authenticated in accordance with Form 1;
- (iii) a copy of any Regulations or Resolution of the body corporate governing the affixing of the seal certified or authenticated to the satisfaction of the Registrar. The document containing such information shall, if so required by the Registrar, be signed and sealed in the presence of an officer of the Board.

(b) Should the Registrar so require, any document hereinbefore required to be authenticated shall be so authenticated in the presence of an officer of the Board.

(c) If from any cause any alteration should occur in any of the particulars furnished under this clause or if the authority given to any specified person is cancelled or withdrawn or if authority is given to some person not previously specified, notification under seal must be given to the Board.

(d) In the case of a body corporate incorporated outside Victoria, the Registrar may determine that it shall not be necessary to furnish a specimen of the seal of the body corporate authenticated in accordance with Form 1 provided there is furnished to the Registrar a power of attorney authorizing dealings in stock on behalf of the body corporate executed under the seal of the body corporate and notarially attested.

11. Stock will not be inscribed in the name of a firm, but may be inscribed in the names of the individual partners.

Firms not to  
be inscribed.

12. The Registrar shall, for all purposes, be entitled to regard the person or persons whose name or names are inscribed in the Stock Ledger as the true and lawful owners and holders of the stock in relation to which such name or names is or are so inscribed, and all receipts acquittances discharges releases and documents whatsoever executed by such person or persons in relation to such stock or to the interest thereon shall be deemed for all purposes and against all persons as documents duly executed by the person or persons entitled to such stock or interest as the case may be.

Persons  
Whose Names  
are Inscribed  
Alone  
Recognized  
as Owners.

13. Save as herein or by statute otherwise provided no entry of any Trust shall be made in the Stock Ledger, and the Board shall be entitled to treat the person or persons whose name or names are inscribed in the Stock Ledger in respect of any stock as the absolute owner or owners thereof, and accordingly shall not, except as ordered by a court of competent jurisdiction, or as by Statute required, be bound to recognize any equitable or other claim to or interest in such stock on the part of any other person.

Trusts not  
Recognized.

14. Except with the approval of the Registrar to the contrary the minimum holding of stock shall be £100. Where the sum inscribed exceeds £100 it shall be a multiple of £50.

Minimum  
Holding.

15. (a) All stock issued shall be inscribed in a Stock Ledger at a Registry by entering therein the full name and address of the holder of the stock and the amount thereof, and such other particulars as are necessary.

Stock to be  
inscribed.

(b) Stock Ledgers may be kept in a loose-leaf system or in some other system approved by the Board.

(c) The officer authorized to make entries in Stock Ledgers shall initial all entries made by him in a Stock Ledger.

- Attestation of Entries in Stock Ledger.** 16. Every entry in the Stock Ledger shall be attested by the Registrar or such other officer of the Board as the Board may from time to time appoint, and such Ledger shall be audited from time to time by the Auditor-General of the State of Victoria or an officer appointed by him for that purpose.
- Certificate of Inscription.** 17. (a) Upon inscription of any stock the Registrar shall issue a Certificate of Inscription in accordance with Form 2 in respect of each holding of stock.  
 (b) If any Certificate of Inscription is lost mislaid or destroyed, the Registrar shall, upon application, issue a duplicate certificate in place of the certificate so lost mislaid or destroyed, and such duplicate certificate shall be delivered only to the stock holder.  
 (c) Upon written application therefor being made by a stock holder, the Registrar shall issue to him or to such other person as the stock holder may direct a certificate setting forth the amount of stock inscribed in the name of the stock holder on such date as shall have been specified in the application.
- Inspection of Stock Ledger.** 18. Any stock holder or joint holder of stock or his accredited agent shall be at liberty to inspect his account in the Stock Ledger at all reasonable times upon furnishing satisfactory evidence of his identity.
- Amendment of Stock Ledger.** 19. (a) On receipt of a written request to correct a mistake in the Stock Ledger, the Registrar may amend the Stock Ledger if he is satisfied that the stock is inscribed incorrectly.  
 (b) If the Registrar so requires, a statutory declaration as to the circumstances shall be furnished.
- Change of Address of Stockholder.** 20. Where any stock holder changes his address he shall give written notice thereof to the Registrar who shall record the change of address in the Stock Ledger.
- Marriage of Female Stock Holder.** 21. On the marriage of a female who is the holder of stock, her name and description shall be altered in the Stock Ledger with respect to stock standing in her name solely or in the name of herself and any other person jointly, on lodgment with the registrar of a request, in accordance with Form 3, signed by her, stating the name in full of her husband and setting forth particulars of the stock concerning which it is desired to have the alteration made. If the Registrar so requires, the request shall be accompanied by a copy of the marriage certificate.
- Specimen Signatures.** 22. (a) The Registrar shall take steps to secure, either by post or personally, specimen signatures of all stock holders.  
 (b) Specimen signatures obtained by post shall be witnessed.  
 (c) In any case where he thinks fit, the Registrar may require a document to be signed before him or before such person as he shall nominate and may require the signatory to satisfy him or such person nominated by him as to the identity of the signatory.
- Sale and Transfer Books to be Kept.** 23. (a) The Registrar shall keep books in which he shall enter particulars of all sales of stock to original purchasers (whether by public tender or otherwise) of all transfers and transmissions to other persons, of all exchange of stock for debentures, or vice versa, of all stock redeemed or converted, of all transfers from or to another Registry and of any other transaction in respect of stock.  
 (b) All entries made in these books shall be numbered consecutively.
- Notice of Dealing.** 24. Where for any reason the Registrar considers it desirable to do so, he may before giving effect to any transaction in connexion with Stock forward to the stock holder a notice in accordance with Form 4 and shall not give effect to the transaction until the expiration of such period being not less than fourteen days as the Registrar in the circumstances may deem desirable.

## DIVISION 2.—PURCHASE OF STOCK.

- Application for Stock.** 25. (a) Persons who are desirous of purchasing stock shall transmit to the Registrar an application in the Form 5 contained in the Schedule, duly filled in and signed, together with payment for the amount of stock applied for in the terms of the prospectus for the issue.  
 (b) Where a tenderer has in his tender intimated his desire to take stock the Board may, if it deems fit, inscribe and issue the stock from such tender without any further or other application, and the price shall be paid in manner provided by such tender.

26. Upon receipt of the purchase money for any stock the Registrar shall cause receipts to be issued in the Forms 6 or 7 as the circumstances shall require. Receipt for  
Purchase  
Money.

27. The Registrar shall make such allotment of the stock applied for as he thinks fit and shall cause to be forwarded to each applicant a notice setting forth the amount of the stock allotted to him. Allotment.

28. (a) Stock in multiples of £100 may be exchanged for debentures upon payment by the applicant of the cost of printing the debentures required, provided the exchange will not result in the amount of stock held by any one person, or by two or more persons (not exceeding four) jointly, being less than One hundred pounds. Exchange of  
Stock for  
Debentures.

(b) Debentures issued in exchange for stock shall be of the same loan, currency and rate of interest as the stock and the Registrar shall cause any overdue interest coupons to be cut off and cancelled before the debentures are issued.

(c) The Registrar shall give written notice to the applicant when the debentures applied for are available for issue.

(d) The applicant shall give a receipt for the debentures issued to him.

(e) Where stock is exchanged for debentures, any stamp duty that may be entailed must be borne by the applicant.

#### DIVISION 3.—TRANSFERS AND TRANSMISSIONS OF STOCK.

29. Stock may be transferred from one person to another by instrument of transfer in accordance with Form 8 contained in the Schedule, and shall be signed as hereinafter provided by the parties making and accepting such transfer, or by their attorneys, lawfully authorized as herein provided, and every such transfer shall pass the right to all interest becoming due and payable after the date of registration thereof, so that the Board shall not be under any necessity to apportion any such interest as between transferor and transferee. Transfers of  
Stock.

30. (a) Signatures to a transfer of Inscribed Stock shall be attested by one of the following persons:— Signatures  
to be  
Witnessed.

##### *Within Victoria.*

- (i) Notary Public.
- (ii) Justice of the Peace.
- (iii) Stipendiary Magistrate.
- (iv) Barrister and Solicitor of the Supreme Court.
- (v) Public Accountant.
- (vi) Commissioner of the Supreme Court for taking Affidavits.
- (vii) Commissioner for taking Declarations and Affidavits under the *Affidavits Act 1928*.
- (viii) Registrar of County Court or Clerk of Petty Sessions.
- (ix) Town Clerk or Shire Secretary.
- (x) Postmaster or Postmistress.
- (xi) Head Teacher of a State School.
- (xii) Manager or Accountant of any branch of any Bank.
- (xiii) Minister of Religion authorized to celebrate marriages.
- (xiv) Member of a recognized Stock Exchange in Victoria.
- (xv) Any other person authorized by the Registrar to attest signatures.

##### *Without the Limits of Victoria.*

- (i) Notary Public.
- (ii) Commissioner of the Supreme Court for taking Affidavits.
- (iii) Mayor or other Chief Officer of any City or Municipal Corporation in Great Britain and Ireland, in any State of the Commonwealth of Australia, New Zealand or other British possession.
- (iv) The Officer administering the Government of, or the Judge of any Court of Records in, any British possession.
- (v) The Agent-General of the State of Victoria in the United Kingdom.
- (vi) The Police Magistrate, Resident Magistrate, Stipendiary Magistrate or Special Magistrate in any British possession.

- (vii) The Manager or Accountant of any Branch of any Bank incorporated under the law of the Commonwealth of Australia or of any of the States thereof or of the Dominion of New Zealand or of Great Britain or Ireland or of any British possession.
- (viii) A Justice of the Peace of any territory of the Commonwealth of Australia or of any of the States thereof or in New Zealand.
- (ix) The Registrar of Titles, Registrar-General or Recorder of Titles of any of the States of the Commonwealth of Australia or of New Zealand.
- (x) The British Consular Officer (which expression includes Consul-General, Consul and Vice-Consul and any person for the time being discharging the duties of Consul-General, Consul or Vice-Consul) at any foreign place.
- (xi) Any other person authorized by the Registrar to witness signatures.

(b) The signature of every person by whom any transfer of stock is required to be signed or attested shall be written in ink.

(c) Every person authorized to attest transfers of stock shall state truly in the attestation clause at what place the transfer was signed by the person whose signature he purports to attest.

Marked  
Transfer.

31. (a) The Registrar may mark a transfer of stock which has been properly executed by the transferor with the words "Stock held against this transfer for \_\_\_\_\_ pounds for a period of fourteen days from 19 \_\_\_\_".

(b) Where any transfer is so marked the Registrar may refuse to give effect to any dealing in stock to which the transfer relates during the period of fourteen days following the marking except in pursuance of the marked transfer.

Registration  
of Transfer.

32. (a) Registration will not be made of any transfer nor application therefor received within one calendar month immediately preceding the date of maturity of stock nor within fourteen days immediately preceding any of the days on which interest on the stock is payable.

(b) On a transfer being lodged for registration the Registrar may, if he thinks fit, require the production of the original Certificate of Inscription which shall be cancelled and retained by him.

(c) The Registrar may, if he thinks fit, decline to register any transfer of stock.

Notification of  
Registration  
of Transfer.

33. (a) Upon the registration of a transfer the transferor and transferee shall be notified of the completion of the transaction.

(b) Where stock is inscribed in the names of persons jointly, it shall be sufficient if the first inscribed holder is so notified.

Transfer of  
Stock to  
Public  
Trustee.

34. Where the Registrar is satisfied that stock is inscribed in the name of a person whose property is required by law to be administered by a Public Trustee or other public officer charged with the duty of administering the estates of missing persons or persons under disability (other than bankruptcy or insolvency) the Registrar may, upon receiving such indemnity as he thinks necessary from the Public Trustee or other public officer authorize the transfer of the stock to the name of the Public Trustee or other public officer.

Transmission  
of Stock.

35. (a) Stock may be transmitted from one person to another in consequence of the death, bankruptcy or insolvency of any stock holder.

(b) Any person entitled to the transmission of any stock may make a request to the Registrar in accordance with Form 9 to be inscribed as the holder of the stock.

(c) Every request for transmission shall be verified by statutory declaration in Form 9A or in such other manner as the Registrar allows, and

(i) in the case of a transmission consequent on death, the probate of the will, letters of administration or other instrument authorizing a person to administer the estate of a deceased person, shall be produced to the Registrar; and

(ii) in the case of a transmission consequent on bankruptcy or insolvency, an office copy of the adjudication or order of sequestration shall be delivered to the Registrar.

36. (a) In the case of the death of any one or more of the joint holders of any stock, the survivor may apply to the Registrar in accordance with Form 10 to have the stock registered in his name by devolution and shall be the only person recognized by the Board as having any title to or interest in such stock.

Devolution of  
Stock of a  
Joint Holder.

(b) The application shall be accompanied by probate of the will, letters of administration of the estate or certificate of death of the deceased joint holder and, if required by the Registrar, a declaration by some person approved by the Registrar as to the identity of the deceased as the holder.

37. (a) All probates, letters of administration, orders of sequestration, vesting orders and other like orders, certificates of death and all declarations hereby required shall be exhibited at the Registry two clear days before the stock affected by them may be dealt with.

Probates and  
Other  
Documents to  
be Exhibited.

(b) Particulars of all such documents shall be entered in a Register.

38. The Registrar shall, if he is satisfied that the provisions of these Regulations have been complied with, register the transmission or devolution and inscribe the name of the person to whom the stock has been transmitted or upon whom the stock has devolved as the holder of the stock.

Registration  
on Trans-  
mission or  
Devolution.

#### DIVISION 4.—PAYMENT OF INTEREST AND REPAYMENT OF PRINCIPAL.

39. The Registrar shall cause the Stock Ledgers and Transfer Books to be closed for a period of fourteen days next before any of the days on which interest on the stock is payable, and shall cause the amount of the stock respectively standing to the credit of the several holders thereof to be ascertained and the balances to be struck and carried forward in the proper ledger, and the persons who, on the day such books are so closed, are inscribed as holders of stock, shall be entitled to receive the interest next payable thereon.

Stock Ledgers  
and Transfer  
Books to be  
Closed.

40. (a) Interest on stock shall be paid by cheque which shall be crossed "not negotiable, bank A/c payee only".

Payment of  
Interest.

(b) Unless otherwise requested, cheques shall be made payable to the stock holder, or in the case of a joint holding, to the holder whose name is inscribed first in the Stock Ledger, and shall be forwarded by post to the registered address of the payee.

(c) Should the Registrar be so requested by the stock holder or in the case of a joint holding by all the holders, interest cheques may be made payable to and transmitted by post to a person specified in the request.

(d) Should the Registrar be so requested, interest may be paid into any bank account, including a savings bank account.

(e) When any such request reaches the Registrar less than fourteen clear days before interest is due, the Registrar may decline to act thereon until after payment of that interest.

(f) Any request under this Regulation shall be signed by the holder of the stock, or, in the case of a joint holding, by all the holders.

(g) In the case of a joint holding, the receipt of any one of the stock holders shall be a sufficient discharge to the Board in respect of interest paid.

41. (a) Any change of address of the person to whom an interest cheque is sent shall be notified at once to the Registrar in writing by the stock holder.

Change of  
Address of  
Person to  
Whom Interest  
Paid.

(b) Where any such notification reaches the Registrar less than fourteen clear days before the next interest is due, the Registrar may decline to act thereon until after the payment of that interest.

42. (a) Repayment of the principal sum shall be made only upon the receipt of a written request therefor addressed to the Registrar and signed by each stock holder or if such stock holder be a body corporate sealed by such body.

Repayment  
of Principal  
Sum.

(b) The request shall specify the person to whom repayment is to be made either—

(i) by cheque crossed "not negotiable, bank A/c payee only" and posted to the address stated, or

(ii) by credit to the bank account of the person specified.

(c) Where the request is for payment to a person other than the stock holder such request must bear the requisite duty stamp.

## PART III.—PROVISIONS RELATING TO DEBENTURES.

Application  
for  
Debentures.

43. (a) Persons who are desirous of purchasing debentures shall transmit to the Registrar an application in Form 5 contained in the Schedule, duly filled in and signed, together with payment for the number of debentures applied for in the terms of the prospectus to the issue.

(b) Where a tenderer has, in his tender, intimated his desire to take debentures, the Board may, if it deems fit, issue the debentures in accordance with such tender without any further or other application, and the price shall be paid in manner provided by such tender.

(c) Upon receipt of the purchase money for any debentures the Registrar shall cause receipts to be issued in the Forms 6 or 7 as the circumstances shall require.

Allotment.

44. The Registrar shall make such allotment of the debentures applied for as he thinks fit and shall cause to be forwarded to each applicant a notice setting forth the amount of the debentures allotted to him.

Issue of  
Debentures.

45. (a) The Registrar shall give written notice to each applicant when the debentures allotted are available for issue.

(b) Before any debentures are issued under this Regulation, any overdue coupons shall be cut off.

(c) Debentures shall be delivered at the Registry personally to the owner thereof or to his agent duly authorized in writing or may should the owner in writing so direct be delivered to him by posting the same to him at such address as he shall specify. The posting of any debenture in a prepaid letter shall be deemed to be delivery thereof to the person to whom such letter is addressed.

(d) The owner shall furnish to the Registrar a receipt for debentures delivered to him.

Exchange of  
Debentures  
for Stock.

46. (a) Debentures may be exchanged for stock upon application being made in accordance with Form 11 and lodgment of the debentures with the Registrar, provided the exchange will not result in the amount of stock held by any one person or by two or more persons jointly, being less than One hundred pounds.

(b) The Registrar shall issue a receipt for the debentures lodged in exchange for stock and shall keep a record of such transaction.

(c) Stock inscribed in exchange for debentures shall be of the same loan, currency and rate of interest and for the par value of the debentures surrendered.

Repayment  
of Principal  
Moneys.

47. Repayment of the principal sum secured by a debenture shall be made when due to the holder of such debenture at the place specified in the debenture and upon the delivery of the same at that place.

## PART IV.—MISCELLANEOUS.

Powers of  
Attorney.

48. (a) A Power of Attorney may be in accordance with Form 12 or may be in such other form as shall in the opinion of the Registrar confer upon the Attorney full power to perform the act sought to be performed.

(b) A Power of Attorney executed within the limits of Victoria must be executed under seal and be attested by a credible witness who shall in no case be the spouse of the person executing the Power of Attorney.

(c) A Power of Attorney executed without the limits of Victoria shall be attested by—

(i) Notary Public.

(ii) The Officer administering the Government of, or the Judge of any Court of Record in, any British possession.

(iii) The Agent-General of the State of Victoria in the United Kingdom.

(iv) The British Consular Officer (which expression includes Consul-General, Consul and Vice-Consul and any person for the time being discharging the duties of Consul-General, Consul or Vice-Consul) at any foreign place.

(v) Any other person authorized by the Registrar to witness signatures.

Power of  
Attorney to  
be Exhibited  
at Registry.

49. (a) A Power of Attorney shall be exhibited at the Registry for notation at least two clear days before it is to be acted upon and particulars thereof shall be recorded at the Registry.



(b) The signature of an Attorney appointed under power shall be verified by statutory declaration on Form 12A or in such other manner as the Registrar requires.

50. No allotment or transfer of stock shall be made to a person who is known to the Board to be an infant or a person of unsound mind, but the Board shall not be bound to inquire as to the age or soundness of mind of an allottee or a transferee. Infant or Person of Unsound Mind.

51. Where any person being unable to sign his name has executed any instrument required for the purpose of these Regulations or in connexion with stock inscribed or to be inscribed in his name by a mark instead of signing his name, such mark shall be made in the presence of a witness who shall be one of the persons set forth in clause 30 hereof or in clause 48 hereof (as circumstances may require) and such witness shall declare in writing that the document has been read over and fully explained to and understood by the person executing the same. Execution by Marksmen.

52. Except as the Registrar may direct, there shall be paid to the Board the following fees, namely:— Fees.

For every inspection allowed by these Regulations—One shilling.

For filing or noting a Power or Attorney, Probate of a Will, Letters of Administration and similar documents—One shilling.

For every issue of Debentures in place of Stock—the cost of printing such new Debentures.

53. Save as the Registrar may approve or permit, only such forms as are prescribed in these Regulations shall be used. Forms.

Dated the 17th day of December, One thousand nine hundred and fifty-four.

C. TRATHAN,  
Secretary.

SCHEDULE.

The Schedule hereto shall be and shall be deemed to be comprised of the forms hereinafter set forth,

FORM No. 1.

Regulation No. 10.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
110 Spencer-street, Melbourne, C.1.

AUTHENTICATION OF CORPORATE SEAL.

To the Registrar,  
Melbourne and Metropolitan Board of Works.

We, the undersigned, certify that—

(1) The article(s) governing the mode of affixing the company's regulation(s) seal is as follows:—

(2) The full names, specimen signatures and offices of all persons authorized to sign in connexion with the sealing of documents are:—

Full Name.	Office.	Specimen Signature.

(3) The seal, hereto affixed, is the seal of Attestation.

(SEAL)

FORM No. 2.  
 Regulation No. 17. No.  
 MELBOURNE AND METROPOLITAN BOARD OF WORKS  
 110 Spencer-street, Melbourne, C.I.

**CERTIFICATE OF INSCRIPTION OF STOCK.**

This is to certify that under the provisions of the Melbourne and Metropolitan Board of Works Acts and the Regulations made by the Board for the issue of Inscribed Stock

\_\_\_\_\_ pounds  
 Melbourne and Metropolitan Board of Works Inscribed Stock as detailed hereon has this day been inscribed in the Stock Ledger and books of record in the Board's offices at Melbourne in the name of

such stock being subject to the said Acts and the Regulations which now are or may hereafter be in force thereunder.

Dated at Melbourne this \_\_\_\_\_ day of \_\_\_\_\_ 19

*Pro* Registrar.

Amount of Stock.	Loan.	Rate of Interest.	Date of Maturity.	Interest Commencing.	Date Interest Payable.
£		%			

FORM No. 3.  
 Regulation No. 21. No.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
 110 Spencer-street, Melbourne, C.I.

**REQUEST BY FEMALE STOCK HOLDER FOR ALTERATION OF NAME IN CONSEQUENCE OF MARRIAGE.**

To the Registrar,

Melbourne and Metropolitan Board of Works.

I hereby request, in consequence of my marriage on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_ that Melbourne and Metropolitan Board of Works Inscribed Stock as detailed hereunder, at present inscribed in the name of \_\_\_\_\_ (my former name) be inscribed in my present name \_\_\_\_\_ jointly with \_\_\_\_\_

(Insert full names of existing Joint Stock Holders.)

My husband's full name is \_\_\_\_\_

I attach my marriage certificate, also Stock Certificate No. \_\_\_\_\_ for cancellation.

My address in future will be \_\_\_\_\_

Amount.	Loan.	Rate.	Date of Maturity.	For Registry Use only.		
				Dr. Sec.	Int. Adj.	Cr. Sec.
£	%					

**INTEREST INSTRUCTIONS.**

Please pay interest in the following manner:—

- (a) By cheque posted to
- (b) To the credit of

at the

\_\_\_\_\_ Branch of the \_\_\_\_\_ Bank

Pass Book No. \_\_\_\_\_

(If a Savings Bank Account.)

Usual Former Signature of Applicant \_\_\_\_\_

Usual Present Signature of Applicant \_\_\_\_\_

(Specimen Present Signature also is required at foot of Form.)

Date \_\_\_\_\_ 19 \_\_\_\_\_

**THIS SPACE FOR REGISTRY USE.**

Marriage Certificate Checked	Entered in Transmission Book
Former Signature Checked	Inscription Cert. Sent
Interest Adjustment—£	Section Debited
Married Signature Filed	Section Credited
New Folios Required	Attested Audited

Specimen (Present) Signature. \_\_\_\_\_

Witness. \_\_\_\_\_



FORM No. 6.  
Regulations Nos. 26 and 43.

THIS NOTICE SHOULD BE PRODUCED INTACT WHEN  
PAYMENT IS BEING MADE.

			Loan No.
			Appln. No.
Amount Paid	Receipt No.	Date	Cash Register will print the amount paid in the space indicated.
Received amount printed above.			
Treasurer.			If payment is by cheque this receipt is not valid until the cheque is cleared by the Bank.
			Appln. No.

MELBOURNE AND METROPOLITAN BOARD OF WORKS

Office: 110 Spencer-street, Melbourne, C.1.

Tel. No. MY 220.

Received from M

the sum stated above being:—

Deposit (f )  
Instalment (f )  
Balance (f ) in respect of Application No. (f )  
Payment in full (f )

for Debentures of Loan No. in terms of the prospectus.  
Inscribed Stock

*This receipt is valueless in the hands of any person other than the person named therein or his legal personal representative. It cannot be transferred and it confers no title to the Debentures or Stock. It is not negotiable and is solely evidence of the payment of money.*

NOTE CONCERNING DEBENTURES ONLY.

If Debentures have been applied for this receipt should be carefully preserved, as it must be surrendered in exchange for Debentures when issued.

FORM No. 7.

Regulations Nos. 26 and 43.

MELBOURNE AND METROPOLITAN BOARD OF WORKS.

Loan No. per cent. Maturing 19

RECEIPT.

CASH APPLICATION.

Received this day of 19 on behalf of  
above Board from the sum of pounds  
being deposit of 10 per cent. of the nominal amount of an application  
payment in full pounds in Inscribed Stock of the above Loan  
for £ pounds in Debentures  
in terms of the prospectus.

£  
(Amount received.)

Signature and Official Stamp.

*This receipt is valueless in the hands of any person other than the person named therein or his legal personal representative. It cannot be transferred and it confers no title to the Debentures or Stock. It is not negotiable and is solely evidence of the payment of money. If Debentures have been applied for, this receipt should be carefully preserved as it must be surrendered in exchange for Debentures when issued.*

FORM No. 8.  
 Regulation No. 29. No.  
 MELBOURNE AND METROPOLITAN BOARD OF WORKS  
 110 Spencer-street, Melbourne, C.I.

**TRANSFER OF INSCRIBED STOCK.**

NOTE.—Before executing this Transfer, read carefully the instructional notes.  
 To the Registrar,

Melbourne and Metropolitan Board of Works.

In consideration of the sum of £ \_\_\_\_\_ paid to me/us by  
 of \_\_\_\_\_ (actual date of sale) ) I/we

Mr., Mrs., Miss.	Name in Full.		Occupation.	Address.	Transferor.
	Surname.	Christian Names.			

hereby assign and transfer the sum of \_\_\_\_\_ pounds  
 (£ \_\_\_\_\_) Melbourne and Metropolitan Board of Works £ / /  
 per cent. Inscribed Stock (Loan No. \_\_\_\_\_) maturing  
 and all my/our property and interest in and right to the same stock and to  
 the interest thereon unto:

NOTE :  
 Where  
 transfer  
 concerns  
 more than  
 one Loan,  
 details should  
 be listed on  
 back hereof.

Mr., Mrs., Miss.	Name in Full.		Occupation.	Address.	Transferee.
	Surname.	Christian Names.			

h /their executors administrators or assigns.

As witness hand this \_\_\_\_\_ day of \_\_\_\_\_, 19  
 Signature of Transferor(s)  
 Witness  
 Occupation  
 Address

Signature of  
 Transferor.  
 See Note  
 below.

I/We the above-named transferee(s) hereby accept the Stock mentioned  
 above transferred into my/our name(s) this \_\_\_\_\_ day of  
 19 \_\_\_\_\_

Signature of Transferee(s)  
 (Specimen Signature also is required at foot of form.)  
 Witness  
 Occupation  
 Address

Signature of  
 Transferee.  
 See Note  
 below.

NOTE.—The witness, who should satisfy himself as to the identity of the  
 person signing, must be either a Justice of the Peace, a Commissioner for  
 Affidavits or Declarations, Notary Public, Solicitor, Member of a recognized  
 Stock Exchange, an Officer of the Registry, a Bank Manager or Bank  
 Accountant (who shall sign as such), or such person as the Registrar  
 approves; or when made and signed outside Victoria, a Notary Public or a  
 British or Australian Minister of the Crown, Consul, Vice-Consul, or other  
 British or Australian authority.

**THIS SPACE FOR REGISTRY USE.**

Stamp Duty Checked	Marking	Cancelled
Transferor's Sig. Checked	Notice to Transferor Sent	
Interest Adjustment—£	Inscription Cert. Sent.	Debited
Transferee's Sig. Filed	Section	Credited
New Folios Required	Section	Audited
Entered in Transfer Book	Attested	

Specimen (Usual) Signature. Witness.

--- FOR INTEREST INSTRUCTION SEE BACK HEREOF.

Details of Stock to be Transferred.				For Registry Use only.		
Amount.	Loan.	Rate	Date of Maturity.	Dr. Sec.	Int. Adj.	Cr. Sec.
£	%					

**INTEREST INSTRUCTIONS.**

Please pay interest in the following manner:—

- (a) In accordance with instructions given for previous holdings.
- (b) By cheque posted to
- (c) To the credit of

at the Branch of the  
 Bank Pass Book No.  
(If a Savings Bank Account.)

Usual Signature(s)  
 of Transferee(s)

Date 19

FORM No. 9.

Regulation No. 35.

No.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
 110 Spencer-street, Melbourne, C.I.

**REQUEST FOR TRANSMISSION OF INSCRIBED STOCK.**

To the Registrar,

Melbourne and Metropolitan Board of Works.

Please transmit Melbourne and Metropolitan Board of Works Incribed Stock as detailed hereunder, viz.:—

Amount.	Loan.	Rate.	Date of Maturity.	For Registry Use only.
£		%		

From (Name in Full.)

who lately resided at

but who is now \*

\*deceased or bankrupt.

To the Executor(s)  
 Administrator(s) whose name(s) is/are shown hereunder:—

Mr. Mrs. Miss.	Name in Full.		Occupation.	Address in Full.
	Surname.	Christian Names.		

**INTEREST INSTRUCTIONS.**

Please pay interest in the following manner:—

- (a) By cheque, posted to
- (b) To the credit of

Branch of the at the  
Pass Book No. Bank.  
(If a Savings Bank Account.)

I/We submit herewith the following documents in support of this request, in accordance with the requirements of the Regulations Nos. 35 and 37 (a).

Usual Signature(s) of  
 Executor(s) or  
 Administrator(s)

(Specimen Signature also is required at foot of Form.)

Date 19

**THIS SPACE FOR REGISTRY USE.**

Declaration Checked	Entered in Transmission Book
Probate Checked	Inscription Cert. Sent
Probate Duty Cert. Checked	Section Debited
Interest Adjustment—£	Section Credited
Transferee's Sig. Filed	Attested Audited
New Folios required	

Specimen (Usual) Signature.

Witness.

FORM No. 9 (a).

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
110 Spencer-street, Melbourne, C.I.

STATUTORY DECLARATION.

(Relating to Transmission of Incribed Stock.)  
(To be made by some disinterested responsible person.)

I, \_\_\_\_\_  
(Full Name of Declarant.)  
of \_\_\_\_\_  
in the State of \_\_\_\_\_ do solemnly and  
sincerely declare:—

1. That the Executor(s) of the will of  
Administrator(s) of the estate of  
who died on \_\_\_\_\_ 19 \_\_\_\_\_, and who is referred to  
in Probate Administration granted out of the Supreme Court  
Letters of \_\_\_\_\_ of \_\_\_\_\_, 19 \_\_\_\_\_  
of \_\_\_\_\_ on \_\_\_\_\_, 19 \_\_\_\_\_  
(State) (Date)  
is \_\_\_\_\_  
are the following person(s):—

2. That the signature(s) on the attached Request for Transmission  
is \_\_\_\_\_  
are the signature(s) of the said Executor(s).  
Administrator(s).

3. That I am not in any way beneficially interested in the estate of  
the said deceased.

And I make this solemn declaration conscientiously believing the same  
to be true and by virtue of the provisions of an Act of the Parliament of  
Victoria rendering persons making a false declaration punishable for wilful  
and corrupt perjury.

Declared at \_\_\_\_\_ }  
in the State of \_\_\_\_\_ }  
this \_\_\_\_\_ day of \_\_\_\_\_ }  
nine hundred and \_\_\_\_\_ }  
(Ordinary Signature of Declarant.)

Before me—

This Declaration to be made before  
a Justice of the Peace or Commis-  
sioner for Affidavits.

FORM No. 10.

Regulation No. 36.

No.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
110 Spencer-street, Melbourne, C.I.

APPLICATION FOR REGISTRATION OF INSCRIBED STOCK BY  
DEVOLUTION.

To the Registrar,

Melbourne and Metropolitan Board of Works.

I, \_\_\_\_\_  
We, \_\_\_\_\_ the surviving joint stock holder(s) hereby apply, consequent upon the  
death on \_\_\_\_\_, 19 \_\_\_\_\_, of  
late of \_\_\_\_\_ to have the Melbourne and  
Metropolitan Board of Works Incribed Stock, as detailed hereunder, regis-  
tered in my name(s):—  
our

Amount.	Loan.	Rate.	Date of Maturity.	For Registry Use only.		
				Dr. Sec.	Int. Adj.	Cr. Sec.
£	%					

PARTICULARS FOR INSCRIPTION OF SURVIVING JOINT STOCK HOLDERS.

Mr. Mrs. Miss.	Name in Full.		Occupation.	Address in Full.
	Surname.	Christian Names.		

**INTEREST INSTRUCTIONS:**

Please pay interest in the following manner:—

- (a) By cheque, posted to
- (b) To the credit of

at the  
Bank

Branch of the

Pass Book Number

(If a Savings Bank Account.)

I  
We submit herewith the following documents in support of this application in accordance with the requirements of Regulations Nos. 36 and 37 (a).  
Usual Signature(s)

of Applicant(s)

Date , 19

**THIS SPACE FOR REGISTRY USE.**

Evidence of Death	Checked	Inscription Cert. Sent	
Probate Duty Cert.	Checked	Section	Debited
Interest Adjustment—£		Section	Credited
New Folios Required		Attested	Audited
Entered in Transmission Book			

FORM No. 11.

Regulation No. 46.

No.

MELBOURNE AND METROPOLITAN BOARD OF WORKS

110 Spencer-street, Melbourne, C.1.

**APPLICATION FOR THE INSCRIPTION OF STOCK IN EXCHANGE FOR DEBENTURES.**

To the Registrar,

Melbourne and Metropolitan Board of Works.

I  
We forward herewith Melbourne and Metropolitan Board of Works Debentures of a total value of \_\_\_\_\_ pounds (£ ) as detailed below and request that they be exchanged for Melbourne and Metropolitan Board of Works Inscribed Stock to be inscribed in the name or names hereunder mentioned subject to the Melbourne and Metropolitan Board of Works Acts and the Regulations which now are or may hereafter be in force thereunder.

**PARTICULARS OF DEBENTURES TO BE EXCHANGED FOR INSCRIBED STOCK.**

Loan No.	Rate.	Date of Maturity.	Serial Numbers.		Amount.	Total.
			Debentures.	Coupons.		
	%				£	£

**PARTICULARS REQUIRED FOR INSCRIPTION.**

Mr. Mrs. Miss.	Name in Full.		Occupation.	Address in Full.
	Surname.	Christian Names.		

**INTEREST INSTRUCTIONS:**

Please pay interest in the following manner:—

- (a) In accordance with instructions given for previous holdings.
- (b) By cheque, posted to
- (c) To the credit of

at the  
Bank

Branch of the

Pass Book No.

(If a Savings Bank Account.)

Usual Signature(s)  
of Applicant(s)

(Specimen signature also is required at foot of form.)

Date , 19

**THIS SPACE FOR REGISTRY USE.**

Debenture Receipt Above Debentures destroyed by fire in our presence on / /19	Issued	Transferee's Sig.	Filed
			New Folios Required
	Govt. Auditor.	Entered in Exchange Book	
		Inscription Cert. Sent	
		Section	Credited
	Attested	Audited	



FORM No. 12.  
Regulation No. 48.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
110 Spencer-street, Melbourne, C.I.

POWER OF ATTORNEY.

Know all men by these presents that \*  
of  
do hereby constitute and appoint  
(a specimen of whose signature(s) appears at the foot hereof)\* jointly and \* Strike out  
severally \* true and lawful attorney for and if not  
in name and on behalf:— required.

1. To invest in Melbourne and Metropolitan Board of Works Loans.
2. To accept transfer of any part of the Melbourne and Metropolitan Board of Works Stock.
3. To sell and transfer all or any part of the Melbourne and Metropolitan Board of Works Stock now or at any time hereafter during the currency of this Power of Attorney standing in name and interest thereon.
4. To receive and give receipts for all interest and principal now due or that may hereafter become due on all Melbourne and Metropolitan Board of Works Stock now or at any time hereafter during the currency of this Power of Attorney standing in name; and
5. To do and perform all acts and things and to sign all documents and receipts necessary and proper to be done, performed or signed by virtue hereof.

In witness whereof have hereunto set hand  
and seal this day of One thousand  
nine hundred and

Signed, sealed, and delivered by the  
said  
in the presence of (L.S.)  
Specimen Signature(s) of Attorney.

FORM No. 12A.  
Regulation No. 49.

MELBOURNE AND METROPOLITAN BOARD OF WORKS  
110 Spencer-street, Melbourne, C.I.

STATUTORY DECLARATION  
(relating to Powers of Attorney).

I,  
(Full Name of Declarant.)  
of  
(Address)  
in the State of do solemnly and  
(Occupation) sincerely declare:—

1. That I have personally known for years  
the Attorney(s) referred to in the Power of Attorney granted by  
of  
to
2. That the signature(s) of the said Attorney(s)

at the foot hereof and on the attached marked  
"A" is signature(s) in the handwriting of the said Attorney(s).  
are

3. That I am not in any way beneficially interested in the Inscribed Stock referred to in the said

(Nature of Document.)

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at  
in the State of  
this day of  
nine hundred and One thousand }  
(Ordinary Signature of Declarant.)

Before me—  
Specimen Signature(s) of Attorney(s).

This Declaration to be made before  
a Justice of the Peace or Commis-  
sioner for Affidavits.

The foregoing Inscribed Stock and Debenture Regulations were made and passed by the Melbourne and Metropolitan Board of Works, and the common seal of the said Board was hereunto affixed the seventeenth day of December One thousand nine hundred and fifty-four, in the presence of—

(SEAL) J. C. JESSOP, Chairman.  
A. S. G. STEVENS, Member.  
C. TRATHAN, Secretary.

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Approved by the Governor in Council,  
1st March, 1955.

A. MAHLSTEDT,  
Clerk of the Executive Council.

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(Published in lieu of Regulations appearing in *Government Gazette*  
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