

Charities Services Details

It's essential that the Charities Services are also informed of any changes to your membership.

If your officers change, you must notify them. When you appoint a new officer, you can add the officer online using 'Update Charity Details'. If there is a change that disqualifies an officer of the charitable entity from being an officer of that entity you must also notify us through the 'Update Charity Details' online form.

The Update Charity Details form asks for the full name, date of birth and home address details of your charity's officers. The Information Privacy Principles in the Privacy Act 2020 enable agencies, including Charities Services, to collect personal information for lawful purposes connected with a function or activity of the agency. Previously we have only collected an officer's first and last name. This is not enough information for us to accurately identify officers when we need to. **The date of birth and residential address information will not be publicly available**, and will only be used by Charities Services and other agencies where authorised by law.

We have updated the Privacy Statements in our form to clearly set out what personal information is collected, what it will be used for, who can access the information, and the consequences of not supplying the information.

For instance, if the identifying information about new officers is not provided as part of the update charity details process, your charity could be in breach of statutory obligations to notify us of changes in the officers of your charity using the prescribed form. Significant or persistent failures to meet the requirements of the Charities Act 2005 can result in a charity being deregistered.

Login Details

Go to: <https://www.charities.govt.nz/im-a-registered-charity/update-charity-details/>

Password : Coffee01

* As this is the password for ALL Trade Aid access to all our records with the Charities Services please ensure you do not change the password

Please see the list below of Charity registration numbers as you can use your registration number as your user name.

Auckland - Newmarket*	Trade Aid Howick Owairoa Charitable Trust	CC20441
Auckland - Ponsonby	Ponsonby Trade Aid Trust	CC20432
Auckland - Sylvia Park*	Trade Aid Howick Owairoa Charitable Trust	CC20441
Auckland - West City	Westcity Trade Aid Trust	CC20530
Christchurch	Trade Aid Christchurch Trust	CC29586
Dunedin	Trade Aid Dunedin Trust	CC20492
Havelock North	Hastings Trade Aid Trust	CC20986
Kāpiti	Trade Aid Kāpiti Trust	CC52539
Kirikiriroa/Hamilton	Trade Aid Kirikiriroa Hamilton Trust	CC20433
Masterton	Masterton Trade Aid Society Inc	CC20430
Napier	Napier Trade Aid Trust	CC20748
Nelson	Nelson Trade Aid Trust	CC20566
New Plymouth	Trade Aid Trust of New Plymouth	CC21059
Ōamaru	Ōamaru Trade Aid Trust	CC20448
Palmerston North	Third World Trust (Manawatu)	CC21383
Petone	Petone Trade Aid Trust	CC22016
Picton	The Picton Trade Aid Trust	CC21336
Rotorua	Trade Aid Rotorua Trust	CC20464
Tairāwhiti/Gisborne	Trade Aid (Tairāwhiti) Charitable Trust	CC20476
Taupō	Taupo Trade Aid Trust	CC20395
Tauranga	Tauranga Trade Aid Centre Trust	CC21338
Timaru	Timaru Trade Aid Trust	CC20329
Wellington	Wellington Trade Aid Trust	CC20532
Whangārei	Whangārei Trade Aid Charitable Trust	CC20502
Whangaroa/Raglan	Whaingaroa Trade Aid Trust	CC21393