

Business name instruction sheet

Please forward your completed order form to us by:

Fax: 07 3007 9270 or

Email: tanya.bolzan@paxton-hall.com.au

Details

Proposed business name:

1st Preference

2nd Preference

**Principal place of
business address:**

Period of registration

1 year = \$33 ASIC fee or 3 years = \$76 ASIC fee

**Address for service of
notices**

**Email address for
services of notices (must
be provided)**

(will be used as a preferred
address for correspondence
issued by ASIC)

Owner details

Company

Company name

ACN/ARBN

ABN

Address

Eligibility

**Business Name renewal
date (align with company
annual review date)**

See attached Declaration

YES/NO

If choosing to align to your company review date, the date must be within the next 18 months (if a 1 year registration period is selected) or the next 3 years and 6 months (if a 3 year registration period is selected)

Individual

Full name
Residential Address (not a PO Box)

ABN
Date of birth:
Place of birth
Eligibility

See attached Declaration

Please note:

You or your company must have an Australian Business Number (**ABN**) or an ABN application reference number to register a business name.

If you apply with an ABN application reference number, the business name will not register until your ABN application has been processed by the ABR.

Your contact details

Name
Firm Name
Address

Telephone No
Email:

Authority

I/we authorise Paxton-Hall Lawyers Pty Ltd to lodge a business name application on our behalf with ASIC (under the terms and conditions of the ASIC Electronic Lodgement Protocol – Business Name) and that the information supplied in this instruction sheet is complete and accurate.

Dated: 2013

Declaration

I, _____, declare the below statements to be true:

- (a) I am not disqualified from managing corporations under section 206B(1) of the Corporations Act 2001; and
- (b) Within the last 5 years I have not been:
 - (i) convicted of, or
 - (ii) released from prison after being convicted of, and serving a term of imprisonment for, any of the criminal offences referred to in section 32(1)(c) or (d) of the Business Names Registration Act 2011.

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Dated _____ 2013

Please note:

If the applicant is an individual, that individual must make the Declaration.

If the applicant is a body corporate, each director and secretary must make a separate Declaration.

If the applicant is an unincorporated association or other body, each member of the committee of management of the unincorporated association or body must make a separate Declaration.