



ORDER FORM – NEW COMPANY

**Please complete all details in block letters*

PROPOSED COMPANY NAME:

1st Choice

2nd Choice

3rd Choice

Delivery: In due Course ☐ By Courier ☐ Urgently Required (today) ☐

SECTION 1: REGISTERED OFFICE

ADDRESS	OCCUPIER (IF NOT COMPANY)
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HAS THE OCCUPIER CONSENTED IN WRITING: YES / NO

SECTION 2: DIRECTORS / SECRETARIES / PUBLIC OFFICER

OFFICEHOLDER 1 director ☐ secretary ☐ public officer ☐

FULL NAME			
ADDRESS (street)			
POSTAL ADDRESS		TAX FILE NO.	
EMAIL ADDRESS			
PHONE NUMBERS	(W) (H)	(M) (F)	
OCCUPATION			
DATE OF BIRTH		PLACE OF BIRTH (Town and State)	

Built on reputation

Principals

Terry Fanning
Ross Greatrex

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Liability limited by a scheme approved under professional standards legislation

IS THIS PERSON ALSO A MEMBER?	YES / NO	IF SO, NUMBER OF SHARES	
VALUER PER SHARE\$		CLASS OF SHARE	
DOES THE MEMBER HOLD THE SHARES ON TRUST FOR ANOTHER ENTITY?	YES / NO	NAME OF PERSON FOR WHOM SHARE IS HELD	

OFFICEHOLDER 2 director ☐ secretary ☐ public officer ☐

FULL NAME			
ADDRESS (street)			
POSTAL ADDRESS		TAX FILE NO.	
EMAIL ADDRESS			
PHONE/FAX NUMBERS	(W) (H)	(M) (F)	
OCCUPATION			
DATE OF BIRTH		PLACE OF BIRTH	
IS THIS PERSON ALSO A MEMBER?	YES / NO	IF SO, NUMBER OF SHARES	
VALUER PER SHARE\$		CLASS OF SHARE	
DOES THE MEMBER HOLD THE SHARES ON TRUST FOR ANOTHER ENTITY?	YES / NO	NAME OF PERSON FOR WHOM SHARE IS HELD	

NOTE: If there are more officeholders, please copy page and fill in further details.

SECTION 3: MEMBERS (other than officeholders)**MEMBER 1**

FULL NAME	ABN/ACN:		
ADDRESS (STREET)	TAX FILE NO.		
POSTAL ADDRESS	NO. OF SHARES	VALUE OF SHARES	CLASS OF SHARES

MEMBER 2

FULL NAME	ABN/ACN:		
ADDRESS (STREET)	TAX FILE NO.		
POSTAL ADDRESS	NO. OF SHARES	VALUE OF SHARES	CLASS OF SHARES

NOTE: If there are more members, please copy page and fill in further details.

SECTION 4: ACCOUNTANTS

FIRM NAME	ACCOUNTANT
ADDRESS	PHONE: EMAIL:

SECTION 5: BANKING

BANK	CONTACT PERSON
BRANCH ADDRESS	PHONE: EMAIL:

SIGNATORIES TO CHEQUES

either director ☐ both directors ☐ any director ☐

SECTION 6: BUSINESS DETAILS

PRINCIPAL ACTIVITY

BUSINESS ADDRESS

SECTION 7: DISCRETIONARY TRUST

Is a standard family discretionary trust also required? YES / NO

If yes, a standard family discretionary trust will be established which will have the first two directors/members as the primary beneficiaries with the first named director being appointed the principal. The solicitor handling your matter will be the settlor. If you require any changes, please request a Discretionary Trust Order Form.

FULL NAME OF TRUST (eg. Brown Family Discretionary Trust)

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SECTION 8: PRINCIPALS

FULL NAME OF PRINCIPALS

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