

Company Incorporation Instruction Sheet—Public Company

State or territory in which the company will be registered

VIC QLD NSW SA ACT NT TAS WA

Ultimate holding company

At the time of registration, will the company have an ultimate holding company?

If **yes**, provide the following:

Name of ultimate holding company

ACN/ABN/ARBN

Proposed details of the company

Company name:

- Class of public company (tick box):
- limited by shares
 - limited by guarantee
 - unlimited with share capital
 - no liability company

Company name (1st preference):

Company name (2nd preference):

Is the proposed company name identical, or effectively identical (i.e. disregarding things such as the 'name ending' elements, punctuation, spacing, plurals, singular), to a State registered business name(s) (this is a different thing from a **National** Australian Business Number (ABN)) already 'owned' by you/the client?

Yes No

If **yes**, provide the State business name(s) registration details below:

State registered business name(s) numbers(s):

State(s)/Territory(s) of registration:

Proposed details of the company

Registered office/principal place of business

Registered office

(if applicable, at
the office of) care of

Level

Building name

Street number & name

Suburb/city

State/Territory

Postcode

Will the company occupy these premises? Yes No

If no, name of occupier

Proposed opening hours
of registered office

Proposed principal place of business in Australia (if same as registered office, write 'as above')

Office

Level

Building name

Street number & name

suburb/city

state/territory

postcode

Proposed officeholders

In this section, please provide details of the officeholders (eg. director, secretary) of the company. Please note a public company must have at least three directors and at least two must ordinarily reside in Australia. A public company must have at least one secretary and at least one must ordinarily reside in Australia.

Officeholder 1

Office to be held director secretary public officer

Full name

Full former name (if any)

Date of birth

Place of birth

State/
Country

Residential address

Suburb/city

State/Territory

Postcode

Officeholder 2

Office to be held director secretary public officer

Full name

Full former name (if any)

Date of birth

Place of birth

State/
Country

Residential address

Suburb/city

State/Territory

Postcode

Proposed officeholders

Officeholder 3

Office to be held director secretary public officer

Full name

Full former name (if any)

Date of birth

Place of birth

State/
Country

Residential address

Suburb/city

State/Territory

Postcode

Officeholder 4

Office to be held director secretary public officer

Full name

Full former name (if any)

Date of birth

Place of birth

State/
Country

Residential address

Suburb/city

State/Territory

Postcode

Note: If there are more than four officeholders, please provide their details in the additional space at page 9 of this booklet.

Proposed Shareholder(s)

In this section please provide details of shareholder(s). Please note, a company is required to have at least one member

Shareholder 1

Full name
(if shares are to be held on trust, then please indicate full name of trustee and trust)

Residential address

Suburb/city

State/Territory

Postcode

Number of shares

Amount paid for each share (\$)
(if shares issued for non-cash consideration, provide particulars about the issue or the contract under which the shares are issued)

Fully paid on registration? Yes No

If no, the amount (if any) agreed to be unpaid on each share (\$)

Beneficially owned on registration? Yes No

Preparation of minutes

(if shares are to be held on trust by a corporate trustee, then please provide name/s of directors of trustee company)

Proposed Shareholder(s)

Shareholder 2

Full name
(if shares are to be held on trust, then please indicate full name of trustee and trust)

Residential address

Suburb/city

State/Territory

Postcode

Number of shares

Amount paid for each share
(\$)
(if shares issued for non-cash consideration, provide particulars about the issue or the contract under which the shares are issued)

Fully paid on registration? Yes No

If no, the amount (if any) agreed to be unpaid on each share (\$)

Beneficially owned on registration? Yes No

Preparation of minutes
(if shares are to be held on trust by a corporate trustee, then please provide name/s of directors of trustee company)

Proposed Shareholder(s)

Shareholder 3

Full name
(if shares are to be held on trust, then please indicate full name of trustee and trust)

Residential address

Suburb/city

State/Territory

Postcode

Number of shares

Amount paid for each share (\$)
(if shares issued for non-cash consideration, provide particulars about the issue or the contract under which the shares are issued)

Fully paid on registration? Yes No

If no, the amount (if any) agreed to be unpaid on each share (\$)

Beneficially owned on registration? Yes No

Preparation of minutes
(if shares are to be held on trust by a corporate trustee, then please provide name/s of directors of trustee company)

Proposed Shareholder(s)

Shareholder 4

Full name
(if shares are to be held on trust, then please indicate full name of trustee and trust)

Residential address

Suburb/city

State/Territory

Postcode

Number of shares

Amount paid for each share
(\$)
(if shares issued for non-cash consideration, provide particulars about the issue or the contract under which the shares are issued)

Fully paid on registration? Yes No

If no, the amount (if any) agreed to be unpaid on each share (\$)

Beneficially owned on registration? Yes No

Preparation of minutes
(if shares are to be held on trust by a corporate trustee, then please provide name/s of directors of trustee company)

