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## Notification of changes of registration details (company)

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Form 09

### USE OF THIS FORM

This form is to be used to notify the Board of changes to the registered and recorded details of companies. It should be used in the following circumstances:-

- Change of name
- Change of contact details
- Change of directors or officers of a registered company

For changes of name please attach a certificate copy of the ASIC certificate of incorporation and Business Name Certificate

A new certificate will be issued showing the name change.

Send the completed form to the address shown at the bottom of this page.

### Privacy Laws and use of this information

Information requested by the Board is strictly confidential. Only that information which is available for publication in the Register may be provided to other registration authorities and to the public.

This form must be lodged within one month of change in particulars. No fee payable if lodged on time, an expiration fee of \$80 for late lodgement is payable.

\_\_\_\_\_  
Full Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registration Number

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### CHANGE OF NAME

#### Corporation

1. \_\_\_\_\_  
Previous Corporation Name
2. \_\_\_\_\_  
Previous Trading Name (if applicable)
3. \_\_\_\_\_  
New Corporation Name

4. \_\_\_\_\_  
New Trading Name (if applicable)

5. \_\_\_\_\_  
ABN

6. \_\_\_\_\_  
ACN

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## CHANGE OF CONTACT DETAILS

### Corporation

1. \_\_\_\_\_  
Name

2 \_\_\_\_\_  
New Street Address

\_\_\_\_\_ Postcode \_\_\_\_\_

3. \_\_\_\_\_  
New Postal Address (if different from above)

\_\_\_\_\_ Postcode \_\_\_\_\_

4. Please indicate your preferred address for correspondence

Street       Postal

5. \_\_\_\_\_  
Contact Person

\_\_\_\_\_ Phone

\_\_\_\_\_ Mobile

\_\_\_\_\_ Email

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## CHANGE OF COMPANY DIRECTOR

### Corporation

1 \_\_\_\_\_  
Name of Corporation

### Add new company director

2 \_\_\_\_\_  
Full Name

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Remove company director

3 \_\_\_\_\_  
Full Name

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_