

## New company limited by guarantee instruction sheet

Please forward your completed order form to us by:

Fax: 07 3007 9270 or

Email: [tanya.bolzan@paxton-hall.com.au](mailto:tanya.bolzan@paxton-hall.com.au)

### Company detail

**Name of company:**

**1<sup>st</sup> Preference**

**2<sup>nd</sup> Preference**

**Registered office:**

**Business name exist:**

YES / NO

**Principal place of business:**

**Postal address**

### Company objects

**Do you want to apply for dispensation of inclusion the word "Limited" in the company name?**

YES/NO

**Details of objects of the Company**

(if insufficient space attach additional page to this form)

**Classes of members:**

Ordinary and Honorary Members only?

YES/NO

**Are there to be any officers e.g. president, secretary, treasurer?**

YES/NO

**Please note:**

A public company must have at least three (3) directors. At least two (2) directors must ordinarily reside in Australia.

A public company must have at least one (1) secretary. At least one (1) of them must ordinarily reside in Australia.

**Officer/Member details**

**Officer/Member details**

**Full name**

**Address**

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**Previous surname (if any)**

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**Date of birth:**

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**Place of birth**

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**Position held:**

Director       Secretary       Member

**Officer/Member details**

**Full name**

**Address**

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**Previous surname (if any)**

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**Date of birth:**

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**Place of birth**

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**Position held:**

Director       Secretary       Member

**Officer/Member details**

**Full name**

**Address**

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**Previous surname (if any)**

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**Position held:**

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**Place of birth**

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**Position held:**

Director       Secretary       Member

**Officer/Member details**

**Full name**

**Address**

---

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---

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**Previous surname (if any)**

---

**Date of birth:**

---

**Place of birth**

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**Position held:**

Director       Secretary       Member

**Your contact details**

**Name**

**Firm Name**

**Address**

**Telephone No**

**Email:**