

	<i>Please complete</i>
New Company	
▪ Name of company	
○ 1 st choice	
○ 2 nd choice	
▪ Principal place of business address (Please note that this must be a physical address and cannot be a PO Box).	
▪ Director 1	
○ Surname	
○ Given names	
○ Former or maiden names	
○ Residential address (<i>the address cannot be a post office box address</i>)	
○ Mobile phone	
○ Date of birth	
○ Place of birth	
○ Shareholder also?	Yes
○ Class & number of shares to be held	<i>We suggest a minimum of 10 ORD shares of \$1.00 each, fully or partly paid</i>
○ Tax file number	
○ Public officer?	
○ Company secretary?	
▪ Other Director(s) if applicable (complete for each additional director)	
○ Surname	
○ Given names	
○ Former or maiden names	
○ Residential address (<i>the address cannot be a post office box address</i>)	
○ Mobile phone	
○ Date of birth	
○ Place of birth	
○ Shareholder also?	
○ Class & number of shares to be held	
○ Tax file number	
For more information on company office holder roles refer:	
http://www ASIC.gov.au/ASIC/ASIC.NSF/byHeadline/Starting%20a%20company%20or%20business	

	<i>Please complete</i>
Other Registration Details	
Would you like us to apply for:	
<ul style="list-style-type: none"> • Tax File Number (TFN) and Australian Business Number (ABN)? 	
<ul style="list-style-type: none"> • Please provide a description of your main business activity 	
<ul style="list-style-type: none"> • GST registration? 	
<i>If yes, then please provide details as follows:</i>	
<ul style="list-style-type: none"> ○ Estimated annual turnover? 	
<ul style="list-style-type: none"> ○ Monthly, Quarterly or Annual lodgment of Business Activity Statement (BAS) 	
<ul style="list-style-type: none"> ○ Cash or Accruals basis of remittance 	
<ul style="list-style-type: none"> • PAYG Withholding Employer registration? 	
<i>If yes, then please provide details as follows:</i>	
<ul style="list-style-type: none"> ○ Date withholding will commence? 	
<ul style="list-style-type: none"> ○ Will the entity pay royalties, dividends or interest to non-residents or report investment income paid to Australian residents? 	
<ul style="list-style-type: none"> ○ Estimated number of employees? 	
<ul style="list-style-type: none"> ○ Estimated annual gross wages? 	
<ul style="list-style-type: none"> ○ Estimated annual tax withheld from wages? 	
Domain Name	
You should consider if you require a domain name and register if required	

Our standard fee for the setup of your entity, together with the Australian Securities and Investments Commission (ASIC) and Legal Document fees, which we will charge for reimbursement, are set out below:

Our fee for services	\$300.00
ASIC Company Registration Fee (current as at June 2022)	\$543.65
Company Constitution	\$560.00
Total before GST	\$1,403.38
GST	\$140.34
Total including GST	\$1,543.72

Please confirm that you would like Addept Pty Ltd to assist in the setup of the new entity, as requested above, and that you accept the associated fees and charges to be paid upon issue of our invoice to you:



chartered accountants +
business advisors

Signature	Signature:
Name:	Name:
Date:	Date: