

**ORDER FORM – BUSINESS NAME REGISTRATION**

You need an Australian Business Number (ABN) to apply for a business name. If your ABN application is still being processed, you can use the ABN application reference number provided to you by the Australian Business Register. If you use an ABN application reference number your registration cannot be completed before the ABR informs ASIC that the ABN application has been approved. If the ABN application is refused we will not register the business name.

**The name of the proposed business name holder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

If the proposed business name holder is a person please enter the following: Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Suburb of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Select one of the following options:**

* The proposed business name holder has an ABN which is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Or

* The proposed business name holder has applied for an ABN and has an ABN application reference number which is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1st Choice Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2nd Choice Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Select Registration Period:**

* 1 year registration $99.00 (incl GST of $6.00 and ASIC fee of $33.00)
* 3 year registration $142.00 (incl GST of $6.00 and ASIC fee of $76.00)

**Address For Service – this is where all correspondence will be sent (No PO Boxes)**

* This will be available to the public

Building/Property name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Floor/Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unit/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Suburb: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Principal Place of Business (No PO Boxes)**

* This will be available to the public

Building/Property name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Floor/Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unit/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Suburb: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email address to be used by ASIC to send notices:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* This will not be available to the public

**Mobile phone number to be used by ASIC to send notices by SMS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* This will not be available to the public and is NOT compulsory

**Eligibility:**

The applicant must declare that the following statements are true for the applicant and for each person involved in the management of the applicant entity to determine eligibility to register a business name, including:

* If the applicant is a body corporate – each director and secretary (and their equivalents) of the body corporate;
* If the applicant is a partnership – each partner of the partnership;
* If the applicant is an unincorporated association of other body, each member of the committee of management of the unincorporated association or body;
* If the applicant is a trust – each trustee of the trust.
* I am not disqualified from managing corporations under section 206B(1) of the Corporations Act 2001
* Within the last 5 years I have not been:
  + convicted of, or
  + released from prison after being convicted of, and serving a term of imprisonment for, any of the criminal offences referred to in section 32(1)(c) or (d) of the Business Names Registration Act 2011

**Things to be aware of:**

Read and tick all the boxes:

* Registering a business name does not give the holder exclusive name rights. The holder may be subject to legal action for using a business name that has the potential to mislead the public.
* The holder may be inadvertently infringing someone else’s trade mark with the proposed business name. Choosing a business name that infringes an existing trade mark can be a costly exercise – it could mean hefty legal bills, drawn out disputes and even the closure of the business. That is why it’s so important to undertake a trade mark (TM) check. Visit IP Australia to search trademarks.
* A holder that is part of a franchise needs consent from the franchise owner to use the business name. Visit the Franchise Council of Australia for more information about franchises.
* The holder should check for any state of territory business licences that may be required. Get tailored information about government-related licences, registrations and permits at the Australian Business Licence and Information Service (ABLIS).
* The holder many want to register a domain name in addition to the business name. For more information and to search for available domain names before applying for a business name see the Australian Domain Name Administrator (AUDA).
* The privacy notice on ASIC Connect explains how they collect and disseminate the information provided in this application.

**Declaration:**

I hereby declare that:

* I am the applicant or I am the applicant’s lawyer or accountant and the applicant has given me the authority to authorise Patricia Holdings to lodge this application.
* This application is submitted under, and is compliant with, the terms and conditions of the ASIC Electronic Lodgement Protocol (www.asic.gov.au/asic/asic.nsf/byheadline/Electronic+Lodgement+Protocol?openDocument)
* To the best of my knowledge, the information supplied in this application is complete and accurate (it is an offence to provide false or misleading information to ASIC).

I hereby authorise Patricia Holdings Pty. Limited to lodge this application and make the above declarations on my behalf:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **HOW WILL PAYMENT BE MADE?** | |
| ⬜ Account number: | ⬜ Direct Deposit reference:  CBA Mosman, BSB: 062 733, Acct: 2801 8590 |
| ⬜ Cheque (will be cleared before processing) | ⬜ Credit Card details below |
| **CREDIT CARD DETAILS** | |
| Card Holder Name: | |
| Card Number: | |
| Expiry Date: | |
| Type of Card: | |
| Signature: | |

|  |  |
| --- | --- |
| Firm/Person Placing Order: | |
| Contact Name: | Account Number: |
| Address: | |
| Phone: | Fax: |
| Email Address: | |
| Signature: | |