

COMPANY FORMATION INSTRUCTION FORM

Proposed Company Name

First Choice: Pty Ltd
 Second Choice: Pty Ltd
 Third Choice: Pty Ltd

Type of Company

Is the Company intended to be:

- (1) WA Pharmacy Board compliant? ☐ Yes ☐ No
 (2) a Superannuation Fund Trustee? ☐ Yes* ☐ No

Officeholders / Shareholders

1	Full Name: Address: Date of Birth: Place of Birth: Role(s): ☐ Director ☐ Secretary ☐ Shareholder If a Director, please tick the box to confirm you have a Directors ID ☐ If a Shareholder, list how many shares you are being issued: shares and are those shares to be held directly or as trustee? ☐ directly ☐ as trustee
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2	Full Name: Address: Date of Birth: Place of Birth: Role(s): ☐ Director ☐ Secretary ☐ Shareholder If a Director, please tick the box to confirm you have a Directors ID ☐ If a Shareholder, list how many shares you are being issued: shares and are those shares to be held directly or as trustee? ☐ directly ☐ as trustee
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3	Full Name: Address: Date of Birth: Place of Birth: Role(s): ☐ Director ☐ Secretary ☐ Shareholder If a Director, please tick the box to confirm you have a Directors ID ☐ If a Shareholder, list how many shares you are being issued: shares and are those shares to be held directly or as trustee? ☐ directly ☐ as trustee
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Company Details

Number of Shares being Issued in Total:

Type of Shares being issued: ☐ Ordinary (ORD) ☐ Other (.....)

Registered Office Address:

Name of Accountant for Registered Office:

Principal Place of Business Address:

Please advise of any special requirements or instructions:

Our fees (from 1 January 2025) for establishing a company are:

- ☐ \$995 + GST, which price includes ASIC registration fees and a registration certificate but does not include a company folder or Constitution (the company will use the 'replaceable rules' instead of a Constitution); or
- ☐ \$1,500 + GST, which price includes ASIC registration fees, a registration certificate and a full company folder with ASIC forms, starter board minutes, company registers, share certificates, officer consents and a written Constitution.

Please indicate your preferred option. *Please note that superannuation fund trustees cannot use the 'replaceable rules' instead of a Constitution. Therefore, the second fee option will apply for superannuation fund corporate trustees.

Any changes to your requirements may incur extra costs. Please call us to discuss how we can best help you.

Your Details

Signed: Date:

Full Name: (ACN)

Address:

Telephone: (mobile) (other e.g. work/home)

Email:

Please print, complete, and return this form by email or post to:

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