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## PROPRIETARY COMPANY INCORPORATION INSTRUCTION SHEET

<b>NAME AND ADDRESS OF CLIENT</b>			
<b>Telephone</b>			
<b>Fax</b>			
<b>Email</b>			
<b>Referred by</b>			
<b>COMPANY NAME</b>			
<b>Alternative Name (if above name not available)</b>			
<b>State/Territory in which company to be taken to be registered</b>			
<b>Reservation Number (if name already reserved)</b>		<b>Preferred Date of Incorporation</b>	
<b>Identical to Registered Business Name? Yes/No</b>		<b>Registered Business Name Number (if any)</b>	
<b>Registered Office</b>	Name of Occupier if not the company		
	Level, no. and street, suburb & postcode		
<b>Principal Place Of Business (if not same as registered office)</b>	Level, no. and street, suburb & postcode		
<b>Nature of Business</b>			
<b>Is the company to have an ultimate holding company on registration?</b>	If yes, state company name and ACN/ABN/ARBN:		
<b>Constitution required?</b>	Yes/No	<b>Common seal required?</b>	Yes/No

<b>DIRECTOR 1</b> <b>Company Secretary?</b> <b>Yes/No</b>	Full Name	
	Former name (if any)	
	Residential Address (not PO Box)	
	Date and Place of Birth	
	Occupation	
<b>DIRECTOR 2</b> <b>Company Secretary?</b> <b>Yes/No</b>	Full Name	
	Former Name (if any)	
	Residential Address (not PO Box)	
	Date and Place of Birth	
	Occupation	
<b>DIRECTOR 3</b> <b>Company Secretary?</b> <b>Yes/No</b> (Add a separate sheet if more than 3 directors)	Full Name	
	Former Name (if any)	
	Residential Address (not PO Box)	
	Date and Place of Birth	
	Occupation	
<b>SHAREHOLDER 1</b>	Full Name or company name and ACN	
	Address	
	No of Shares	
	Amount agreed to be paid per share	
	Total amount to be paid for these shares	
	Class of Shares	
<b>SHAREHOLDER 2</b>	Full Name or company name and ACN	
	Address	
	No of Shares	
	Amount agreed to be paid per share	
	Total amount to be paid for these shares	
	Class of Shares	

<b>SHAREHOLDER 3</b>		
	Full Name or company name and ACN	
	Address	
	No of Shares	
	Amount agreed to be paid per share	
	Total amount to be paid for these shares	
	Class of Shares	
<b>SHAREHOLDER 4</b> (Add a separate sheet if more than 4 shareholders)		
	Full Name or company name and ACN	
	Address	
	No of Shares	
	Amount agreed to be paid per share	
	Total amount to be paid for these shares	
	Class of Shares	
<b>SPECIAL INSTRUCTIONS</b>		

I confirm that the persons named as director(s), company secretary and shareholder(s) have consented in writing to become a director, company secretary or shareholder (as the case may be) of the company upon registration (consent forms attached).

I confirm that the persons named as occupier of the company's registered office has consented in writing to its use as the registered office of the company.

Signed:

Date:

FAX TO\*:

(08) 8415 5099

OR POST TO\*:

Adelta Legal, GPO Box 2371 Adelaide 5001

ATTENTION:

Tony Rice/Joan Sedsman/Michael Davis

\* Please attach or send a cheque for the incorporation fees of \$785.00 including GST payable to Adelta Legal

V10 4/6/08

Additional copies of this form can be downloaded from the Adelta Legal website  
[www.adelta.com.au](http://www.adelta.com.au)