



Company Name Change Order Form

Name	<input type="text"/>	Phone	<input type="text"/>
Firm	<input type="text"/>	E-mail	<input type="text"/>

Company Details

Current Company Name

ACN

Proposed New Name

The only way to check whether the name is truly available is via a trade mark search (see attached form).

Is this name a registered business name owned by the company? Yes No If Yes, ABN/BN

Company Officer

IMPORTANT: Full, verifiable names are required

Please provide the name of the Company Officer who will act as signatory on the ASIC Form.

Name

Positions Held Director Secretary

Names of ALL Voting Members

Name
(include ACN if Company)

Name
(include ACN if Company)

Name
(include ACN if Company)

Name
(include ACN if Company)

Name
(include ACN if Company)

Special Resolution Details

The member/s Special Resolution to change the company name will be passed via a circular resolution pursuant to the Corporations Act (whereby the voting members of the company will sign a document containing a statement that they are in favour of the necessary resolution).

OR please select one of the following:

CONVENE AN EXTRAORDINARY GENERAL MEETING OF THE COMPANY WHERE EITHER

1. **MEMBERS ARE GIVEN WRITTEN NOTICE:** Due notice (at least 21 days) is given and the Special Resolution is passed at the ensuing meeting;
OR

2. **NOTICE OF MEETING IS WAIVED:** Notice of the meeting is waived pursuant to the Corporations Act, as members present to pass the Special Resolution represent at least 95% of the total exercisable voting rights.

If 1 or 2 applies, please provide -

Date of Notice (if applicable) Date and Time of Meeting

Meeting Address

Payment Details

Please debit the following card details by the amount of **\$513.00 (inc. GST)**

Type of Card Visa Mastercard Diners Club* Amex* *3% SURCHARGE APPLIES

Card Number Expires CCV

Name on Card Signature

Please return this completed form to acis@acis.net.au, Freefax 1800 655 556 or Locked Bag 1, Fortitude Valley Q 4006



Trade Mark Search Order Form

Name	<input type="text"/>	Phone	<input type="text"/>
Firm	<input type="text"/>	E-mail	<input type="text"/>

Trade Mark Details

Trading Name

What are the key goods and/or services provided?

A registered trade mark provides exclusivity in relation to the same kind of goods or services provided by the owner. To ascertain whether a conflict exists, we need to clearly understand what goods and/or services will be offered.

Important Note

- Searches may take up to 3 business hours.
- Orders awaiting the search result will then be processed unless the name conflicts with a registered trade mark.
- A detailed search report will be provided within 2 business days.

What's in a name?

Nothing much...just the future of your business

Choose your trading name carefully. Your name distinguishes your business from competitors, encapsulates identity and accrues goodwill.

Names that are descriptive of the business' function are difficult to register as trade marks. Without a registered trade mark your name will be vulnerable to use by others.

Tips for choosing a name that can be protected:

- Suggestive, e.g. Red Balloon is much easier to register than Online Gifts.
- Invented, e.g. Uber or Instagram.
- Unrelated, e.g. Apple is not related to computers or technology.

Contact us if you have any questions about registering a company name.

Additional Information/Special Instructions

Payment Details

Please debit the following card details by the amount of **\$198 (inc. GST)**

Type of Card	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Diners Club*	<input type="checkbox"/> Amex*	*3% SURCHARGE APPLIES	
Card Number	<input type="text"/>	Expires	<input type="text"/>	CCV	<input type="text"/>	<input type="text"/>
Name on Card	<input type="text"/>	Signature	<input type="text"/>			