

## *ADOPT A NEW CONSTITUTION – ORDER FORM*

**COMPANY NAME:**.....ACN.....

**MEETING ADDRESS:**.....

**DETAILS OF OFFICEHOLDERS/MEMBERS:**

SURNAME / CO: .....

GIVEN NAMES / ACN:.....

RESIDENTIAL ADDRESS: .....

DATE OF BIRTH: .... / .... / ..... PLACE OF BIRTH (Town/State/country): .....

Tick office held: Director  Secretary  Member

SURNAME / CO: .....

GIVEN NAMES / ACN:.....

RESIDENTIAL ADDRESS: .....

DATE OF BIRTH: .... / .... / ..... PLACE OF BIRTH (Town/State/country): .....

Tick office held: Director  Secretary  Member

SURNAME / CO: .....

GIVEN NAMES / ACN:.....

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Tick office held: Director  Secretary  Member

SURNAME / CO: .....

GIVEN NAMES / ACN:.....

RESIDENTIAL ADDRESS: .....

DATE OF BIRTH: .... / .... / ..... PLACE OF BIRTH (Town/State/country): .....

Tick office held: Director  Secretary  Member

**ADDITIONAL NOTES/INSTRUCTIONS:** .....

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Disclaimer – We do not provide legal, accounting, financial or stamp duty advice and therefore take no responsibility for your taxation, legal or other liabilities which may arise from the work we perform on your instructions. We urge you to first obtain legal and accounting advice in relation to your affairs and in particular this transaction.

**CLIENT DETAILS (FIRM):** .....

CONTACT PERSON: ..... PH: ..... FAX: .....

FULL ADDRESS: .....

EMAIL: ..... SIGNATURE: ..... DATE: ...../...../.....

**Please indicate how you would like to receive the documents**

- Electronic Delivery - PDF by email - \$220.00, or**
- Electronic Delivery plus hard copy printed, bound and delivered - \$242.00**

**PAYMENT REQUIRED WITH ORDER**

Amount \$.....

**Direct Deposit / EFT**

Bank: ANZ Banking Group

BSB: 015-056 Account: 225324305

Ref: Please use name of company

**MasterCard**

**Visa**

Card Number: ..... Expiry Date: ..... CCV .....

Name of Cardholder: ..... Signature: .....