

# BUSINESS NAME REGISTRATION FORM



New Company Incorporation  
All prices inclusive of GST and disbursements

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Please email the completed form [crcorporate@coulterlegal.com.au](mailto:crcorporate@coulterlegal.com.au)

<b>Instructing Business:</b>	
<b>Contact Person:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>Email:</b>	
<b>1. Fees (select one):</b>	
One (1) year Business Name Registration: \$175.00 (including GST & ASIC Fee)	
Three (3) year Business Name Registration: \$175.00 (including GST & ASIC Fee)	
<b>2. Business Name Details:</b>	
(a) ABN / ABN Reference Number:	
(b) Preferred Name:	
(c) Second Preferred Name:	
(d) Registered Office:	
(e) Principal Place of Business:	
<b>3. Business Holder Details (Individual):</b>	
(i) Full Name:	
(ii) Residential Address:	
(iii) Date of Birth:	
(iv) City & Country of Birth:	

(v) Address for Services of Documents:	
(vi) E-Mail Address:	
<b>4. Business Holder Details (Company):</b>	
(i) Company Name:	
(ii) ABN/ACN:	
(iii) Registered Office Address:	
(iv) Principal Place of Business:	
<b>5. Specific Instructions:</b>	

**PAYMENT DETAILS:** Please debit the following credit card for full payment of the incorporation of the above company.

<u>Card Type</u> Visa		MasterCard		<u>CVC Number</u>				
<u>Card Number</u>					<u>Expiry Date</u>			
<u>Name on Card</u>					<u>Signature</u>			

Credit Card details will be kept only for the purpose of processing payment.  
Please note that a 1% surcharge applies to all payments made by credit card  
For our Privacy Policy, please visit our website [www.coulterlegal.com.au](http://www.coulterlegal.com.au)  
Liability limited by a scheme approved under Professional Standards Legislation

- Prices quoted are effective 1 July 2025. All prices are GST inclusive. Prices subject to change at any time.
- It is the responsibility of the instructing party at all times to ensure that the information provided is accurate.
- If new documents have to be prepared as a result of errors in the information given then a further fee will be charged in accordance with the time taken to rectify the error.
- The Corporate Services Division of Coulter Legal Pty Ltd does not offer any legal advice in the process of drafting the documents requested. If the instructing party requires legal advice then they may make an appointment with one of our Commercial Lawyers.
- The documents received will be in a standard form prepared by Solicitors at Coulter Legal Pty Ltd.
- All documentation will be prepared on the instructions contained in the order form. The Corporate Services Division of Coulter Legal Pty Ltd has provided no advice to the parties in relation to establishing the particular entity. The Corporate Services Division is not licensed to provide Financial Product ("FP") advice under the Corporations Act 2001 and you should consider taking advice from the holder of an Australian Financial Services Licence before making a decision on an FP.