



ONLINE SERVICES

Abbots Incorporation Services' online services provide you with a secure environment to complete your electronic orders.

This useful facility is accessible from your home, office or personal computer and can be completed in a few easy steps simply by visiting our web page at **www.abbots.com.au**.

THE FOLLOWING ONLINE SERVICES ARE AVAILABLE TO REGISTERED USERS

- purchase a company (choice of name, A.C.N. named and shelf companies)
- establish a unit trust
- establish a discretionary trust
- establish a super fund (personal or employer)
- request a company name change, conversion/transfer or deregistration
- request a search on a company, business name or an individual
- PDF of order may be emailed directly prior to delivery upon request.

TO REGISTER FOR ONLINE SERVICES

Simply log on to **www.abbots.com.au** and follow the **Register for online ordering** link and complete the four step process. You will be advised via email when your account has been activated. This activation should take less than an hour if it is during business hours.

NB. All Initial Member companies are only available through our on-line services.

For offline orders, order forms in PDF format are available for download from our website. Follow the **How To Order** link.

HOW TO CONTACT US

local numbers

phone: (03) 9427 8888

fax: (03) 9427 7888

toll free (within australia)

phone: 1800 33 7964

fax: 1800 33 7965

international numbers

phone: 613 9427 8888

fax: 613 9427 7888

street & postal address

1st Floor, 225 Bridge Road

Richmond VIC 3121

PO Box 384, Richmond VIC 3121

email

orders@abbots.com.au

website

www.abbots.com.au

Payment Options

Abbots accepts the following payment options only:

ABBOTS

"THE SHELF COMPANY SPECIALISTS"
1ST FLOOR, 225 BRIDGE ROAD, RICHMOND VIC 3121
PO BOX 384, RICHMOND VIC 3121

PHONE: (03) 9427 8888 TOLL FREE: 1800 33 7964
FAX: (03) 9427 7888 TOLL FREE: 1800 33 7965
WEB: www.abbots.com.au EMAIL: orders@abbots.com.au

A. CHEQUES , BANK CHEQUES, MONEY ORDERS OR CASH

1. Return payment with remittance advice

B. DIRECT DEPOSIT

1. Deposit funds into this account

Bank : National Australia Bank
Account Title : Abbot Incorporation Services Pty. Ltd.
BSB Number : 083-091
Account Number : 47-717-0242
Reference : Abbots Invoice Number

2. Send us confirmation of deposit via fax or email, including the following information:

Date : ___/___/___

Amount \$: _____

Abbots Invoice Number : _____

Bank Confirmation Number : _____

Note: You may use your own format, just include all the details given left

3. Email to orders@abbots.com.au or Fax to (03) 9427 7888

C. CREDIT CARD PAYMENT – SUBJECT TO 1.07% SURCHARGE (AMEX & Diners not available)

1. Complete, print, sign and Fax to (03) 9427 7888

Abbots Invoice Number: _____

Please charge \$: _____ +1.07% to my MasterCard Visa Bankcard

Name on Card : _____

Card Number : - - -

Expiry date : /

Signature : _____ Date ___/___/___

Price List

Current as at 1st July 2011

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TOLL FREE: 1800 33 7964

FAX: (03) 9427 7888

TOLL FREE: 1800 33 7965

WEB: www.abbots.com.au

EMAIL: orders@abbots.com.au

Amendment to Superannuation Fund

\$165

discount for
bulk orders

personal or employer
sponsored funds

Updates include:

- 2 bound trust deeds (professional binding)
- minutes

Companies
from

\$512*

* applies to acn
companies

Shelf Companies

ACN named companies from **\$ 512**

choice of name companies **\$ 635**

all companies include:

- quality documentation & folder
- PDF copy of documentation
- 4 bound constitutions (professional binding)
- minutes and all registers
- all ASIC forms
- bank kit

Trust Deeds

drafted by our in house solicitor

unit trust or
discretionary trust **\$ 154**

(plus stamp duty – Victoria only)

all trusts include:

- quality documentation & folder
- PDF copy of documentation
- 4 bound trust deeds (professional binding)
- indexed trust register & minutes
- bank kit

Superannuation Funds

personal or employer
sponsored funds

\$ 275

all funds include:

- quality documentation & folder
- PDF copy of documentation
- 4 bound trust deeds (professional binding)
- members applications & statements
- minutes and all registers
- bank kit

Company Name
Change

\$ 471

Company
Deregistrations

\$ 250

Single Director
Company Conversions

\$ 165

(discount for bulk orders)

Company & Business
Name Searches

\$ 25.30

(plus disbursements)

All prices quoted are based on payment within seven days (strictly no exceptions), unless otherwise stated, and inclusive of GST if applicable. Credit card payments are subject to a **1.07% surcharge** (AMEX & Diners are not available).