

ABBOTS

INCORPORATION SERVICES

COMPANY NAME CHANGE CHECKLIST

COMPANY DETAILS AND DESIRED NAME?

NOTES

What is the current company name ?

*You must ensure the name is entered exactly as it appears on the ASIC record.
This includes the company legal elements.*

What is the new company name ?

*You must ensure the new company name is available. If you are selling the
business, you can elect to have an ACN only company name.*

NAME CHANGE DOCUMENTS & FORM 205

Pass a Special Resolution to adopt the change

Prepare, sign and date the provided form 205

Send Form 205 *Notification of Resolution* to Abbots for Processing.

Abbots will provide these documents once a company name change order is Placed.

APPLICANTS DETAILS – FORM 205

This will be the director signing the Form 205.

Officeholders/Shareholders

Name and residential address of officeholder(s)

D.O.B, place and country of birth