

Order Form *Print in "upper case please"*

Proprietary Company Limited by Shares

1. Name of Company

[Phone/email us for a name search](#)

1 st Choice	State of Registration NSW <input type="checkbox"/> VIC <input type="checkbox"/> QLD <input type="checkbox"/> TAS <input type="checkbox"/> OTHER <input type="checkbox"/>
2 nd Choice	



Company Planners Pty Ltd
 ABN 43 001 845 996
 PO Box 989 Bondi Junction NSW 1355
NSW : Ph 02 9389 1055
VIC : Ph 03 9419 7866
 Email : sales@companyplanners.com.au

Is name a registered Business Name? Yes No If YES, please provide Registration No. or ABN
 If YES, please provide Reservation No.

Is name reserved with ASIC? Yes No

Registered Office Does the company occupy premises? If no, provide occupiers name. **Principal Place of Business** in Australia (if different to registered office)

If "**Special Purpose Company**" tick if appropriate : Home Unit Company Superannuation Trustee Company Charitable Purpose Only

Ultimate Holding Company (if applicable) : **Name** **A.C.N.** **Country**

A proprietary company must have a minimum of 1 director resident in Australia. The Officeholder's full name(s) and residential address is required.

1. Name In Full		Residential Address	Office Held	D.O. B.	Place of Birth	Ordering Client (Must be completed)
Given Names	Family Name	(Include Unit No & Street No)		DD/MM/YYYY	City & Country	
OFFICE HOLDERS			Director <input type="checkbox"/> Secretary <input type="checkbox"/> Public Officer <input type="checkbox"/>			Name : Address for shipping:
			Director <input type="checkbox"/> Secretary <input type="checkbox"/> Public Officer <input type="checkbox"/>			Contact :
			Director <input type="checkbox"/> Secretary <input type="checkbox"/> Public Officer <input type="checkbox"/>			
2. Name In Full		Residential Address	No of Shares Fully Paid?	Class of Shares	Beneficially Held	Phone : Fax : Email: Matter No.: Special Instructions : Company Seal required? (please add \$55.00) Yes/No
Given Names	Family Name	(Include Unit No & Street No)			(If NO, you should advise beneficiary)	
(if Company, provide ACN)		(If Company, Registered office address)			YES <input type="checkbox"/> NO <input type="checkbox"/>	
					YES <input type="checkbox"/> NO <input type="checkbox"/>	
SHAREHOLDERS					YES <input type="checkbox"/> NO <input type="checkbox"/>	
					YES <input type="checkbox"/> NO <input type="checkbox"/>	

PDF Only

Ordinary shares shall confer on the holders thereof the rights and privileges as set out in the constitution of the company. The rights and privileges of other classes of shares should be advised. Sample available.

I/we, the client, acknowledges and agrees that prior to signing this Order I/we have read, understood and shall be bound by the same including the Conditions which appear on the back thereof.

Signed:
Name:

Date :
To be signed by the ordering party

1. INTERPRETATION AND NOTICES

- "Order" means the Order detailed on the front hereof to purchase the Shelf Company from Company Planners Pty. Ltd. by the Client and includes the Conditions.
- "Company Planners" means Company Planners Pty. Ltd. A.B.N. 43 001 845 996
- "the Client" means the person whose name and address is specified on the front of the Order.
- "Shelf Company" means the Company purchased from Company Planners pursuant to the Order by the Client being one of the type of companies specified on the front of the Order.
- "Delivery Date" means, subject to the Client accurately completing the particulars of the Order on the front hereof and the availability of the name selected by the Client (if applicable), dispatched no later than 48 hours of receipt of Order.
- "Fees" means the fee payable by the Client to Company Planners Pty. Ltd. for the purchase of the Shelf Company pursuant to this Order.
- "Person" includes Company, corporation, firm or other body of persons.
- The singular includes the plural and vice versa.
- The masculine gender shall include the feminine gender and vice versa.
- The headings are for convenience and do not affect the interpretation.
- Any notice given under this Order shall be in writing and, if posted, shall be deemed to have been served on the addressee twenty four (24) hours after posting.

2. ORDER

- The Client applies for the Shelf Company specified in this Order on the terms and conditions herein contained and agrees to pay to Company Planners the Fees for the supply of the Shelf Company prior to registration or in a period previously prescribed.
- The Client warrants the persons named as officers of the Shelf Company in this Order have consented to act in the capacity shown in this Order.
- The Client warrants that the occupiers of the registered office has consented in writing to the use of the specified address and has not withdrawn this consent.

3. CLIENT AS PRINCIPAL

The Client agrees that upon signing this Order they will be doing so as principal with the intention that they be personally bound by the terms and conditions of the Order and the Conditions.

4. ACCEPTANCE

Company Planners shall have absolute right not to accept from the Client any Order and shall promptly notify the Client of any such decision.

5. FEES AND OTHER ADJUSTMENTS

The Client acknowledges that prior to submitting the Order to Company Planners they have:

- been informed by Company Planners of the amount of Fees payable by them for the purchase of the Shelf Company Ordered by them pursuant to this Order; and
- agreed to pay the Fees within a pre-agreed period.

7. ERRORS ETC

- Any claims by the Client relating to errors in the Shelf Company supplied by Company Planners pursuant to this Order must be made in writing and delivered to Company Planners within forty eight (48) hours of delivery of or collection of the Shelf Company to the Client. Such claims should refer to the invoice number and date of invoice for the Shelf Company and give reasonable particulars of the errors the subject of the complaint.
- Company Planners accepts no responsibility whatsoever:
 - For any errors in documents as a consequence of incorrect information supplied by the Client;
 - If name(s) selected by the Client is similar to and/or may be confused with or mistaken for another Company or Registered Business Name such as to make the Client liable to any action pursuant to any State or Federal legislation or the common law in relation to the name(s) selected by the Client for the Shelf Company.
- In the event that the Client requests changes to any documents for the Shelf Company because of an error on his part, then Company Planners shall be entitled to charge an amount in addition to the Fees to cover the cost of alteration to documents at the discretion of Company Planners.

8 WARRANTIES AND REPRESENTATIONS

- 8.1 (a) Other than those warranties or conditions which cannot be excluded by this Order, Company Planners shall not be bound by any representation, warranty, condition or statement except insofar as may be set out herein, and, all warranties and conditions which might, but for this clause, be implied by any law into this contract are hereby expressly negated and excluded from this Order.
- Subject to the provisions of any State or Federal legislation to the contrary which cannot be excluded by this Order in case of any breach by Company Planners of its obligations pursuant to this Order is limited to any one of the following as determined by Company Planners in its absolute discretion:
 - the replacement of all documents of the Shelf Company;
 - the payment of the cost of replacing all documents of the Shelf Company or acquiring equivalent Shelf Company; or
 - the rectification of errors in the Shelf Company documentation; or
 - the rectification of errors in the Shelf Company documentation rectified.
- 8.2 Company Planners shall not be liable in any way whatsoever to the Client for consequential loss or damage sustained by the Client attributable to any defect of the Shelf Company.

9 RETURNS

Since the Shelf Company sold pursuant to this Order is sold on the basis that the Shelf Company has not traded, Company Planners shall not accept the return of the Shelf Company under any circumstances.

10 FORCE MAJEURE

Company Planners shall not be responsible for non-performance to the extent that same is caused by fire, act of God, explosion, enemy action, inability to secure necessary supplies, or restricted operations by reason of any laws or regulations or any other cause of whatsoever kind which could not be foreseen or prevented by any reasonable amount of foresight or care. On the happening of any event contemplated by this clause, Company Planners shall forthwith make and at all material times thereafter continue to make disclosure to the Client of the event referred to and of the measures (if any) taken by Company Planners to prevent the occurrence of the event and to minimise the consequences thereof.